



Public Works and
Government Services - EL
Canada

Travaux publics et
Services gouvernementaux
Canada

Purchasing Office - Bureau des achats:
Informatics Professional Services - EL
Division/Services professionnels en informatique
- division EL
4C2, Place du Portage
Gatineau
Québec
K1A 0S5

CONTRACT - CONTRAT

Your proposal is accepted to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price or prices set out therefor.

Nous acceptons votre proposition de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans les présentes, et aux annexes ci-jointes, les biens, services et construction énumérés dans les présentes, et sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments - Commentaires

Donald R. Powell
Jan 31, 2018

Mr. Donald R. Powell, President

Vendor/Firm Name and Address
Raison sociale et adresse du
fournisseur/de l'entrepreneur
13008953SPG0001
TPG Technology Consulting Ltd.
887 Richmond Road, Suite 100
Ottawa
Ontario
K2A0G8
Canada

Title - Sujet TBIPS SA TIER 2 - DBA	
Contract No. - N° du contrat 47060-181852/001/EL	Date 2018-01-30
Client Reference No. - N° de référence du client 1000331852	
Requisition No. - N° de la demande 47060-181852	
File No. - N° de dossier 609el.47060-181852	CCC No./N° CCC - FMS No./N° VME
Financial Code(s) Code(s) financier(s) 74907-191080000-2001-81401	GST/HST TPS/TVH <input type="checkbox"/>
F.O.B. - F.A.B. Destination	
GST/HST - TPS/TVH	Duty - Droits
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Specified Herein Précisé dans les présentes	
Invoices - Original and two copies to be sent to: Factures - Envoyer l'original et deux copies à: Specified Herein Précisé dans les présentes	
Address Enquiries to: - Adresser toutes questions à: Bastien, Josée	
Buyer Id - Id de l'acheteur 609el	
Telephone No. - N° de téléphone (613) 858-9843 ()	FAX No. - N° de FAX () -
Total Estimated Cost - Coût total estimatif \$1,966,426.00	Currency Type - Devise CAD
For the Minister - Pour le Ministre Bastien, Josee Digitally signed by Bastien, Josee Date: 2018.01.31 08:15:53 -05'00'	

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CONTRACT
FOR INFORMATICS PROFESSIONAL SERVICES
BETWEEN
PUBLIC WORKS AND GOVERNMENT SERVICES CANADA
AND
TPG TECHNOLOGY CONSULTING LTD.

This document contains a Security Requirement.

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7.1 Requirement

- (a) **TPG Technology Consulting Ltd.** (the "Contractor") agrees to supply to the Client the services described in the Contract, including the Statement of Work, in accordance with, and at the prices set out in, the Contract. This includes providing professional services as and when requested by Canada, to one or more locations to be designated by Canada, excluding any locations in areas subject to any of the Comprehensive Land Claims Agreements.
- (b) **Client:** Under the Contract, the "Client" is Canada Border Services Agency (CBSA).
- (c) **Reorganization of Client:** The Contractor's obligation to perform the Work will not be affected by (and no additional fees will be payable as a result of) the renaming, reorganization, reconfiguration, or restructuring of any Client. The reorganization, reconfiguration and restructuring of the Client includes the privatization of the Client, its merger with another entity, or its dissolution, where that dissolution is followed by the creation of another entity or entities with mandates similar to the original Client. In connection with any form of reorganization, Canada may designate another department or government body as the Contracting Authority or Project authority, as required to reflect the new roles and responsibilities associated with the reorganization.
- (d) **Defined Terms:** Words and expressions defined in the General Conditions or Supplemental General Conditions and used in the Contract have the meanings given to them in the General Conditions or Supplemental General Conditions. Any reference to an Identified User in the Supply Arrangement is a reference to the Client. Also, any reference to a "deliverable" or "deliverables" includes all documentation outlined in this Contract. A reference to a "local office" of the Contractor means an office having at least one full time employee that is not a shared resource working at that location.

7.2 Task Authorization

- (a) **As-and-when-requested Task Authorizations:** The Work or a portion of the Work to be performed under the Contract will be on an "as-and-when-requested basis" using a Task Authorization (TA). The Work described in the TA must be in accordance with the scope of the Contract. The Contractor must not commence work until a validly issued TA has been issued by Canada and received by the Contractor. The Contractor acknowledges that any work performed before such issuance and receipt will be done at the Contractor's own risk.
- (b) **Assessment of Resources Proposed at TA Stage:** Processes for issuing, responding to and assessing Task Authorizations are further detailed in Appendices A, B, C and D of Annex A.
- (c) **Form and Content of draft Task Authorization:**
 - (i) The Project authority will provide the Contractor with a description of the task in a draft Task Authorization using the form specified in Annex A.
 - (ii) The draft Task Authorization will contain the details of the activities to be performed, and must also contain the following information:
 - (A) the task number;
 - (B) The date by which the Contractor's response must be received (which will appear in the draft Task Authorization, but not the issued Task Authorization);
 - (C) the categories of resources and the number required;
 - (D) a description of the work for the task outlining the activities to be performed and identifying any deliverables (such as reports);
 - (E) the start and completion dates;
 - (F) milestone dates for deliverables and payments (if applicable);
 - (G) the number of person-days of effort required;

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- (H) whether the work requires on-site activities and the location;
 - (I) the language profile of the resources required;
 - (J) the level of security clearance required of resources;
 - (K) the price payable to the Contractor for performing the task, with an indication of whether it is a firm price or a maximum TA price (and, for maximum price task authorizations, the TA must indicate how the final amount payable will be determined; where the TA does not indicate how the final amount payable will be determined, the amount payable is the amount, up to the maximum, that the Contractor demonstrates was actually worked on the project, by submitting time sheets filled in at the time of the work by the individual resources to support the charges); and
 - (L) any other constraints that might affect the completion of the task.
- (f) **Contractor's Response to Draft Task Authorization:** The Contractor must provide to the Project Authority, within 10 working days of receiving the draft Task Authorization (or within any longer time period specified in the draft TA), the proposed total price for performing the task and a breakdown of that cost, established in accordance with the Basis of Payment specified in the Contract. The Contractor's quotation must be based on the rates set out in the Contract. The Contractor will not be paid for preparing or providing its response or for providing other information required to prepare and validly issue the TA.
- (g) **Task Authorization Limit and Authorities for Validly Issuing Task Authorizations:**
 To be validly issued, a TA must include the following signatures:
- (i) for any TA, inclusive of revisions, with a value less than or equal to \$300,000.00 (excluding Applicable Taxes), the TA must be signed by:
 - a. the Project Authority; and
 - b. A Representative from CBSA (Strategic Procurement and Material Management Division (SPMMD)).
 - (ii) for any TA with a value greater than this amount, a TA must be signed by:
 - a. the Project Authority;
 - b. A Representative from CBSA (Strategic Procurement and Material Management Division (SPMMD)); and
 - c. The Contracting Authority.
- Any TA that does not bear the appropriate signature(s) is not validly issued by Canada. Any work performed by the Contractor without receiving a validly issued TA is done at the Contractor's own risk. If the Contractor receives a TA that is not appropriately signed, the Contractor must notify the Contracting Authority. By providing written notice to the Contractor, the Contracting Authority may suspend the Client's ability to issue TA's at any time, or reduce the dollar value threshold described in sub-article (i) above; any suspension or reduction notice is effective upon receipt.
- (h) **Periodic Usage Reports:**
- (i) The Contractor must compile and maintain records on its provision of services to the federal government under Task Authorizations validly issued under the Contract. The Contractor must provide this data to Canada in accordance with the reporting requirements detailed. If some data is not available, the reason must be indicated. If services are not provided during a given period, the Contractor must still provide a "NIL" report. The data must be submitted on a quarterly basis to the Contracting Authority. From time to time, the Contracting Authority may also require an interim report during a reporting period.

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(ii) The quarterly periods are defined as follows:

- (A) 1st quarter: April 1 to June 30;
- (B) 2nd quarter: July 1 to September 30;
- (C) 3rd quarter: October 1 to December 31; and
- (D) 4th quarter: January 1 to March 31.

The data must be submitted to the Contracting Authority no later than 15 calendar days after the end of the reporting period.

(iii) Each report must contain the following information for each validly issued TA (as amended):

- (A) the Task Authorization number and the Task Authorization Revision number(s), if applicable;
- (B) a title or a brief description of each authorized task;
- (C) the name, Resource category and level of each resource involved in performing the TA, as applicable;
- (D) the total estimated cost specified in the validly issued TA of each task, exclusive of Applicable Taxes;
- (E) the total amount, exclusive of Applicable Taxes, expended to date against each authorized task;
- (F) the start and completion date for each authorized task; and
- (G) the active status of each authorized task, as applicable (e.g., indicate whether work is in progress or if Canada has cancelled or suspended the TA, etc.).

(iv) Each report must also contain the following cumulative information for all the validly issued TA's (as amended):

- (A) the amount, exclusive of Applicable Taxes, specified in the Contract (as last amended, as applicable) as Canada's total liability to the Contractor for all validly issued TA's; and
- (B) the total amount, exclusive of Applicable Taxes, expended to date against all validly issued TA's.

(i) **Refusal of Task Authorizations or Submission of a Response which is not Valid:** The Contractor is not required to submit a response to every draft TA sent to it by Canada. However, in addition to Canada's other rights to terminate the Contract, Canada may immediately, and without further notice, terminate the Contract for default in accordance with the General Conditions if the Contractor in at least three instances has either not responded or has not submitted a valid response when sent a draft TA. For greater clarity, each draft TA, which is identifiable by its task number, will only count as one instance. A valid response is one that is submitted within the required time period and meets all requirements of the draft TA issued, including proposing the required number of resources who each meet the minimum experience and other requirements of the categories identified in the draft TA at pricing not exceeding the rates set out in Annex B.

(j) **Consolidation of TA's for Administrative Purposes:** The Contract may be amended from time to time to reflect all validly issued Task Authorizations to date, to document the Work performed under those TA's for administrative purposes.

7.3 Minimum Work Guarantee

(a) In this clause,

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- (i) **"Maximum Contract Value"** means the amount specified in the **"Limitation of Expenditure"** clause set out in the Contract; and
- (ii) **"Minimum Contract Value"** means \$20,000.00.
- (b) Canada's obligation under the Contract is to request Work in the amount of the Minimum Contract Value or, at Canada's option, to pay the Contractor at the end of the Contract in accordance with sub-article (c), subject to sub-article (d). In consideration of such obligation, the Contractor agrees to stand in readiness throughout the Contract Period to perform the Work described in the Contract. Canada's maximum liability for work performed under the Contract must not exceed the Maximum Contract Value, unless an increase is authorized in writing by the Contracting Authority.
- (c) In the event that Canada does not request work in the amount of the Minimum Contract Value during the Contract Period, Canada must pay the Contractor the difference between the Minimum Contract Value and the total cost of the Work requested.
- (d) Canada will have no obligation to the Contractor under this article if Canada terminates the entire Contract
 - (i) for default;
 - (ii) for convenience as a result of any decision or recommendation of a tribunal or court that the contract be cancelled, re-tendered or awarded to another supplier; or
 - (iii) for convenience within ten business days of Contract award.

7.4 Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the Standard Acquisition Clauses and Conditions Manual (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

(a) General Conditions:

- (i) 2035 (2016-04-04), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

With respect to Section 30 - Termination for Convenience, of General Conditions 2035, Subsection 04 is deleted and replaced with the following Subsections 04, 05 and 06:

- 4. The total of the amounts, to which the Contractor is entitled to be paid under this section, together with any amounts paid, due or becoming due to the Contractor must not exceed the Contract Price.
- 5. Where the Contracting Authority terminates the entire Contract and the Articles of Agreement include a Minimum Work Guarantee, the total amount to be paid to the Contractor under the Contract will not exceed the greater of:
 - (a) the total amount the Contractor may be paid under this section, together with any amounts paid, becoming due other than payable under the Minimum Revenue Guarantee, or due to the Contractor as of the date of termination, or
 - (b) the amount payable under the Minimum Work Guarantee, less any amounts paid, due or otherwise becoming due to the Contractor as of the date of termination.
- 6. The Contractor will have no claim for damages, compensation, loss of profit, allowance arising out of any termination notice given by Canada under this section except to the extent that this section expressly provides. The Contractor agrees to repay immediately to Canada the portion of any advance payment that is unliquidated at the date of the termination.

(b) Supplemental General Conditions:

The following Supplemental General Conditions:

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- (i) 4002 (2010-08-16), Supplemental General Conditions - Software Development or Modification Services;
- (ii) 4007 (2010-08-16), Supplemental General Conditions - Canada to Own Intellectual Property Rights in Foreground Information;

apply to and form part of the Contract.

7.5 Security Requirement

The following security requirements (SRCL #19 and related clauses provided by ISP) as set out under Annex "B" to the Supply Arrangement, applies to and forms part of the Contract.

SECURITY REQUIREMENT FOR CANADIAN SUPPLIER: PWGSC FILE COMMON-PS-SRCL#19

- (a) The Contractor must, at all times during the performance of the Contract, hold a valid Facility Security Clearance at the level of SECRET, issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
- (b) The Contractor personnel requiring access to PROTECTED/CLASSIFIED information, assets or sensitive work site(s) must EACH hold a valid personnel security screening at the level of SECRET as required, granted or approved by CISD/PWGSC.
- (c) The Contractor MUST NOT remove any PROTECTED/CLASSIFIED information from the identified work site(s), and the Contractor must ensure that its personnel are made aware of and comply with this restriction.
- (d) Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.
- (e) The Contractor must comply with the provisions of the:
 - (i) Security Requirements Check List and security guide, attached at Annex C;
 - (ii) Industrial Security Manual (Latest Edition).
- (f) **ADDITIONAL SECURITY REQUIREMENT:** The CBSA, will conduct its own personnel Reliability Status assessment of the Contractor (specifically the Contractor personnel), which is allowed under the Treasury Board Secretariat of Canada's (TBS) "Security and Contracting Management Standard" and the Policy on Government Security – Personnel Security Standard. Reliability Status assessment conducted by the CBSA will include a credit check.

If the Contractor (specifically the Contractor personnel), has already been screened under the TBS Policy on Government Security - Personnel Security Standard, the Contractor (specifically the Contractor personnel), will still undergo a security screening process to be conducted by the CBSA.

The credit check and fingerprinting*, if required, will be performed by an authorized security official with the CBSA's "Personnel Security Screening Section" (PSSS), which is independent of the Public Works and Government Services Canada's (PWGSC), "Canadian and International Industrial Security Directorate" (CIISD).

Until the credit check, fingerprinting* (if required) and all other security screening processes required have been completed and the Contractor (specifically the Contractor personnel) is

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deemed suitable by the CBSA, the Contractor (specifically the Contractor personnel) will not be permitted access to Protected / Classified information or assets, and further, will not be permitted to enter sites where such information or assets are kept.

*Fees are applicable. Fingerprinting, if required, will be at the Bidder's cost.

7.6 Contract Period

(a) **Contract Period:** The "Contract Period" is the entire period of time during which the Contractor is obliged to perform the Work, which includes:

- (i) The "Initial Contract Period", which begins on the date the Contract is awarded and ends 1 year later; and
- (ii) The period during which the Contract is extended, if Canada chooses to exercise any options set out in the Contract.

(b) **Option to Extend the Contract:**

- (i) The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to 4 additional one-year period(s) under the same terms and conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions set out in the Basis of Payment.
- (ii) Canada may exercise this option at any time by sending a written notice to the Contractor before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced, for administrative purposes only, through a contract amendment.

7.7 Authorities

(i) **Contracting Authority**

The Contracting Authority for the Contract is:

Name: Josée Bastien
Title: Supply Team Leader
Public Works and Government Services Canada
Acquisitions Branch
Directorate: Informatics and Telecommunications Systems Procurement Directorate
Address: 11 Laurier St., Gatineau, Québec
Telephone: 873-469-4982
E-mail address: Josee.Bastien@tpsgc-pwgsc.gc.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

(ii) **Project Authority**

The Project Authority for the Contract is:

Name: Mario Plamondon
Title: Manager – DM Production Support, ESD, ISTB, CBSA | GD
Support en production, DES, DGIST, ASFC
Organization: Canada Border Service Agency (CBSA)
Telephone: (343) 291-6813
E-mail address: Mario.Plamondon@cbsa-asfc.gc.ca

The Project authority [is the representative of the department or agency for whom the Work is being carried out under the Contract and] is responsible for all matters concerning the technical

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content of the Work under the Contract. Technical matters may be discussed with the Project authority; however, the Project authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

(iii) **Contractor's Representative**

Name: Mr. Donald R. Powell
Title: President
Telephone: (613) 798-7647
E-mail address: _____

7.8 Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a Public Service Superannuation Act (PSSA) pension, the Contractor has agreed that this information will be reported on departmental web sites as part of the published proactive disclosure reports, in accordance with Contracting Policy Notice: 2012-2 of the Treasury Board Secretariat of Canada.

7.9 Payment

(a) **Basis of Payment**

- (i) **Professional Services provided under a Task Authorization with a Maximum Price:** For professional services requested by Canada, in accordance with a validly issued Task Authorization, Canada will pay the Contractor, in arrears, up to the Maximum Price for the TA, for actual time worked and any resulting deliverables in accordance with the firm all-inclusive per diem rates set out in Annex B, Basis of Payment, Applicable Taxes extra. Partial days will be prorated based on actual hours worked based on a 7.5-hour workday.
- (ii) **Professional Services provided under a Task Authorization with a Firm Price:** For professional services requested by Canada, in accordance with a validly issued Task Authorization, Canada will pay the Contractor the firm price set out in the Task Authorization based on the firm, all-inclusive per diem rates set out in Annex B, Applicable Taxes extra.
- (iii) **Competitive Award:** The Contractor acknowledges that the Contract has been awarded as a result of a competitive process. No additional charges will be allowed to compensate for errors, oversights, misconceptions or underestimates made by the Contractor when bidding for the Contract.
- (iv) **Professional Services Rates:** In Canada's experience, bidders from time to time propose rates at the time of bidding for one or more Resource Categories that they later refuse to honour, on the basis that these rates do not allow them to recover their own costs and/or make a profit. This denies Canada of the benefit of the awarded contract. If the Contractor does not respond or refuses to provide an individual with the qualifications described in the Contract within the time described in the Contract (or proposes instead to provide someone from an alternate category at a different rate), whether or not Canada terminates the Contract as a whole or in part or chooses to exercise any of the rights provided to it under the general conditions, Canada may impose sanctions or take other measures in accordance with the PWGSC Vendor Performance Corrective Measure Policy (or equivalent) then in effect, which measures may include an assessment that results in conditions applied against the Contractor to be fulfilled before doing further business with Canada, or full debarment of the Contractor from bidding on future requirements.

(b) **Limitation of Expenditure – Cumulative Total of all Task Authorizations**

- (i) Canada's total liability to the Contractor under the Contract for all validly issued Task Authorizations (TAs), inclusive of any revisions, must not exceed the amount set out on page 1 of the Contract, less any Applicable taxes. With respect to the amount set out on

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- page 1 of the Contract, Customs duties are included or subject to exemption and Applicable Taxes are included
- (ii) No increase in the total liability of Canada will be authorized or paid to the Contractor unless an increase has been approved, in writing, by the Contracting Authority.
 - (iii) The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
 - (A) when it is 75 percent committed, or
 - (B) 4 months before the contract expiry date, or
 - (C) As soon as the Contractor considers that the sum is inadequate for the completion of the Work required in all authorized TAs, inclusive of any revisions, whichever comes first.
 - (i) If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Providing this information does not increase Canada's liability.
 - (c) **Method of Payment for Task Authorizations with a Maximum Price:** For each Task Authorization validly issued under the Contract that contains a maximum price:
 - (i) Canada will pay the Contractor no more frequently than once a month in accordance with the Basis of Payment. The Contractor must submit time sheets for each resource showing the days and hours worked to support the charges claimed in the invoice.
 - (ii) Once Canada has paid the maximum TA price, Canada will not be required to make any further payment, but the Contractor must complete all the work described in the TA, all of which is required to be performed for the maximum TA price. If the work described in the TA is completed in less time than anticipated, and the actual time worked (as supported by the time sheets) at the rates set out in the Contract is less than the maximum TA price, Canada is only required to pay for the time spent performing the work related to that TA.
 - (d) **Method of Payment for Task Authorizations with a Firm Price - Lump Sum Payment on Completion:** Canada will pay the Contractor upon completion and delivery of all the Work associated with the validly issued Task Authorization in accordance with the payment provisions of the Contract if:
 - (i) an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
 - (ii) all such documents have been verified by Canada; and
 - (iii) the Work delivered has been accepted by Canada.
 - (e) **Electronic Payment of Invoices – Contract**
 The Contractor accepts to be paid using any of the following Electronic Payment Instrument:
 - (i) Direct Deposit (Domestic and International);
 - (f) **Time Verification**
 Time charged and the accuracy of the Contractor's time recording system are subject to verification by Canada, before or after payment is made to the Contractor. If verification is done after payment, the Contract must repay any overpayment, at Canada's request.
 - (g) **No Responsibility to Pay for Work not performed due to Closure of Government Offices**

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- (i) Where the Contractor, its employees, subcontractors, or agents are providing services on government premises under the Contract and those premises are inaccessible because of the evacuation or closure of government offices, and as a result no work is performed, Canada is not responsible for paying the Contractor for work that otherwise would have been performed if there had been no evacuation or closure.
- (ii) If, as a result of any strike or lock-out, the Contractor or its employees, subcontractors or agents cannot obtain access to government premises and, as a result, no work is performed, Canada is not responsible for paying the Contractor for work that otherwise would have been performed if the Contractor had been able to gain access to the premises

7.10 Invoicing Instructions

- (a) The Contractor must submit invoices in accordance with the information required in the General Conditions.
- (b) The Contractor's invoice must include a separate line item for each subparagraph in the Basis of Payment provision, and must show all applicable Task Authorization numbers.
- (c) By submitting invoices, the Contractor is certifying that the goods and services have been delivered and that all charges are in accordance with the Basis of Payment provision of the Contract, including any charges for work performed by subcontractors.

The Contractor must provide the original and one copy of each invoice to the Project authority, and a copy to the Contracting Authority.

All invoices must be submitted using the following method (only one copy of the invoice should be sent to the Agency):

Email: Only legible electronic (PDF, Word, Excel) files will be accepted; all others will be returned.

vendors-fournisseurs@cbsa-asfc.gc.ca

This email address is to be used for submitting invoices and for payment status inquiries.

Direct Deposit:

The Government of Canada will soon be phasing out federal government cheques; we strongly encourage Businesses that supply goods and services to the Government of Canada to enrol in direct deposit for account payable.

Please contact ca-ci@cbsa-asfc.gc.ca to obtain additional information, to confirm direct deposit enrolment process and the steps to be followed.

IMPORTANT NOTE: If a supplier omits any required information pertaining to payment processing from the invoice, the invoice will be returned at the discretion of the CBSA and will not be paid until valid payment referencing is provided.

7.11 Certifications and Additional Information

- (a) Unless specified otherwise, the continuous compliance with the certifications provided by the Contractor in its bid or precedent to contract award, any TA quotation and the ongoing cooperation in providing additional information are conditions of the Contract and failure to comply will constitute the Contractor in default. Certifications are subject to verification by Canada during the entire Contract Period.

7.12 Federal Contractors Program for Employment Equity - Default by Contractor

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and Employment and Social Development Canada (ESDC)-Labour,

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the AIEE must remain valid during the entire period of the Contract. If the AIEE becomes invalid, the name of the Contractor will be added to the "FCP Limited Eligibility to Bid" list. The imposition of such a sanction by ESDC will constitute the Contractor in default as per the terms of the Contract.

7.13 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

7.14 Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the following list, the wording of the document that first appears on the list has priority over the wording of any document that appears later on the list:

- (a) these Articles of Agreement, including any individual SACC clauses incorporated by reference in these Articles of Agreement;
- (b) Supplemental General Conditions, in the following order:
 - (i) 4002 (2010-08-16), Supplemental General Conditions - Software Development or Modification Services;
 - (ii) 4007 (2010-08-16), Supplemental General Conditions - Canada to Own Intellectual Property Rights in Foreground Information;
- (c) General Conditions 2035 (2016-04-04), Higher Complexity - Services;
- (d) Annex A, Statement of Work - Annex A including its Appendices as follows:
 - (i) Appendix A to Annex A - Tasking Assessment Procedure;
 - (ii) Appendix B to Annex A - Task Authorization (TA) Form;
 - (iii) Appendix C to Annex A - Resource Assessment Criteria and Response Table;
 - (iv) Appendix D to Annex A - Certifications at the TA stage;
 - (v) Appendix E to Annex A - Non-Disclosure Agreement.
- (e) Annex B, Basis of Payment;
- (f) Annex C, Security Requirements Check List;
- (g) the validly issued Task Authorizations and any required certifications (including all of their annexes, if any); and
- (h) the Contractor's bid dated December 11, 2017, as amended on January 9, 2018.

7.15 Insurance Requirements

- (a) **Compliance with Insurance Requirements**
 - (i) The Contractor must comply with the insurance requirements specified in this Article. The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.
 - (ii) The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.
 - (iii) The Contractor should forward to the Contracting Authority within ten (10) days after the date of award of the Contract a Certificate of Insurance evidencing the insurance coverage. Coverage must be placed with an Insurer licensed to carry out business in

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Canada and the Certificate of Insurance must confirm that the insurance policy complying with the requirements is in force. If the Certificate of Insurance has not been completed and submitted as requested, the Contracting Authority will so inform the Contractor and provide the Contractor with a time frame within which to meet the requirement. Failure to comply with the request of the Contracting Authority and meet the requirement within the time period will constitute a default under the General Conditions. The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

(b) Commercial General Liability Insurance

- (i) The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.
- (ii) The Commercial General Liability policy must include the following:
 - (A) Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.
 - (B) Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
 - (C) Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
 - (D) Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
 - (E) Cross Liability/Separation of Insured: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
 - (F) Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
 - (G) Employees and, if applicable, Volunteers must be included as Additional Insured.
 - (H) Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
 - (I) Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
 - (J) Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
 - (K) If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
 - (L) Owners' or Contractors' Protective Liability: Covers the damages that the Contractor becomes legally obligated to pay arising out of the operations of a subcontractor.

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- (M) Advertising Injury: While not limited to, the endorsement must include coverage for piracy or misappropriation of ideas, or infringement of copyright, trademark, title or slogan.

(c) **Errors and Omissions Liability Insurance**

- (i) The Contractor must obtain Errors and Omissions Liability (a.k.a. Professional Liability) insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature but for not less than \$1,000,000 per loss and in the annual aggregate, inclusive of defence costs.
- (ii) If the Professional Liability insurance is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
- (iii) The following endorsement must be included:
Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of cancellation.

7.16 Limitation of Liability - Information Management/Information Technology

- (a) This section applies despite any other provision of the Contract and replaces the section of the general conditions entitled "Liability". Any reference in this section to damages caused by the Contractor also includes damages caused by its employees, as well as its subcontractors, agents, and representatives, and any of their employees. This section applies regardless of whether the claim is based in contract, tort, or another cause of action. The Contractor is not liable to Canada with respect to the performance of or failure to perform the Contract, except as described in this section and in any section of the Contract pre-establishing any liquidated damages. The Contractor is only liable for indirect, special or consequential damages to the extent described in this Article, even if it has been made aware of the potential for those damages.
- (b) **First Party Liability:**
 - (i) The Contractor is fully liable for all damages to Canada, including indirect, special or consequential damages, caused by the Contractor's performance or failure to perform the Contract that relate to:
 - (A) any infringement of intellectual property rights to the extent the Contractor breaches the section of the General Conditions entitled "Intellectual Property Infringement and Royalties";
 - (B) physical injury, including death.
 - (ii) The Contractor is liable for all direct damages caused by the Contractor's performance or failure to perform the Contract affecting real or tangible personal property owned, possessed, or occupied by Canada.
 - (iii) Each of the Parties is liable for all direct damages resulting from any breach of confidentiality under the Contract. Each of the Parties is also liable for all indirect, special or consequential damages in respect of any unauthorized disclosure of the other Party's trade secrets (or trade secrets of a third party provided by one Party to another under the Contract) relating to information technology.
 - (iv) The Contractor is liable for all direct damages relating to any encumbrance or claim relating to any portion of the Work for which Canada has made any payment. This does not apply to encumbrances or claims relating to intellectual property rights, which are addressed under (i)(A) above.
 - (v) The Contractor is also liable for any other direct damages to Canada caused by the Contractor's performance or failure to perform the Contract that relate to:

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- (A) any breach of the warranty obligations under the Contract, up to the total amount paid by Canada (including any applicable taxes) for the goods and services affected by the breach of warranty; and
- (B) Any other direct damages, including all identifiable direct costs to Canada associated with re-procuring the Work from another party if the Contract is terminated either in whole or in part for default, up to an aggregate maximum for this subparagraph (B) of the greater of .75 times the total estimated cost (meaning the dollar amount shown on the first page of the Contract in the cell titled "Total Estimated Cost" or shown on each call-up, purchase order or other document used to order goods or services under this instrument), or \$1,000,000.00.

In any case, the total liability of the Contractor under subparagraph (v) will not exceed the total estimated cost (as defined above) for the Contract or \$1,000,000.00, whichever is more.
- (vi) If Canada's records or data are harmed as a result of the Contractor's negligence or willful act, the Contractor's only liability is, at the Contractor's own expense, to restore Canada's records and data using the most recent back-up kept by Canada. Canada is responsible for maintaining an adequate back-up of its records and data.
- (c) **Third Party Claims:**
 - (i) Regardless of whether a third party makes its claim against Canada or the Contractor, each Party agrees that it is liable for any damages that it causes to any third party in connection with the Contract as set out in a settlement agreement or as finally determined by a court of competent jurisdiction, where the court determines that the Parties are jointly and severally liable or that one Party is solely and directly liable to the third party. The amount of the liability will be the amount set out in the settlement agreement or determined by the court to have been the Party's portion of the damages to the third party. No settlement agreement is binding on a Party unless its authorized representative has approved the agreement in writing.
 - (ii) If Canada is required, as a result of joint and several liability or joint and solidarily liable, to pay a third party in respect of damages caused by the Contractor, the Contractor must reimburse Canada by the amount finally determined by a court of competent jurisdiction to be the Contractor's portion of the damages to the third party. However, despite Sub-article (i), with respect to special, indirect, and consequential damages of third parties covered by this Section, the Contractor is only liable for reimbursing Canada for the Contractor's portion of those damages that Canada is required by a court to pay to a third party as a result of joint and several liability that relate to the infringement of a third party's intellectual property rights; physical injury of a third party, including death; damages affecting a third party's real or tangible personal property; liens or encumbrances on any portion of the Work; or breach of confidentiality.
 - (iii) The Parties are only liable to one another for damages to third parties to the extent described in this Sub-article (c).
- 7.17 Professional Services - General**
 - (a) The Contractor must provide professional services on request as specified in this Contract. All resources provided by the Contractor must meet the qualifications described in the Contract (including those relating to previous experience, professional designation, education, language proficiency and security clearance) and must be competent to provide the required services by any delivery dates described in the Contract.
 - (b) If the Contractor fails to deliver any deliverable (excluding delivery of a specific individual) or complete any task described in the Contract on time, in addition to any other rights or remedies available to Canada under the Contract or the law, Canada may notify the Contractor of the

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deficiency, in which case the Contractor must submit a written plan to the Project authority within ten working days detailing the actions that the Contractor will undertake to remedy the deficiency. The Contractor must prepare and implement the plan at its own expense.

- (c) In General Conditions 2035, the Article titled "Replacement of Specific Individuals" is deleted and the following applies instead:

Replacement of Specific Individuals

- (i) If the Contractor is unable to provide the services of any specific individual identified in the Contract to perform the services, the Contractor must within five working days of having this knowledge, the individual's departure or failure to commence Work (or, if Canada has requested the replacement, within ten working days of Canada's notice of the requirement for a replacement) provide to the Contracting Authority:
- (A) the name, qualifications and experience of a proposed replacement immediately available for Work; and
 - (B) security information on the proposed replacement as specified by Canada, if applicable.

The replacement must have qualifications and experience that meet or exceed those obtained for the original resources.

- (ii) Subject to an Excusable Delay, where Canada becomes aware that a specific individual identified under the Contract to provide services has not been provided or is not performing, the Contracting Authority may elect to:
- (A) exercise Canada's rights or remedies under the Contract or at law, including terminating the Contract in whole or in part for default under the Article titled "Default of the Contractor"; or
 - (B) assess the information provided under (c) (i) above or, if it has not yet been provided, require the Contractor to propose a replacement to be rated by the Project authority. The replacement must have qualifications and experience that are similar or exceed those obtained for the original resource and be acceptable to Canada. Upon assessment of the replacement, Canada may accept the replacement, exercise the rights in (ii) (A) above, or require another replacement in accordance with this sub-article (c).

Where an Excusable Delay applies, Canada may require (c) (ii) (B) above instead of terminating under the "Excusable Delay" Article. An Excusable Delay does not include resource unavailability due to allocation of the resource to another Contract or project (including those for the Crown) being performed by the Contractor or any of its affiliates.

- (iii) The Contractor must not, in any event, allow performance of the Work by unauthorized replacement persons. The Contracting Authority may order that an original or replacement resource stop performing the Work. In such a case, the Contractor must immediately comply with the order. The fact that the Contracting Authority does not order a resource to stop performing the Work does not relieve the Contractor from its responsibility to meet the requirements of the Contract.
- (iv) The obligations in this article apply despite any changes that Canada may have made to the Client's operating environment.

7.18 Safeguarding Electronic Media

- (a) Before using them on Canada's equipment or sending them to Canada, the Contractor must use a regularly updated product to scan electronically all electronic media used to perform the Work for computer viruses and other coding intended to cause malfunctions. The Contractor must notify Canada if any electronic media used for the Work are found to contain computer viruses or other coding intended to cause malfunctions.

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- (b) If magnetically recorded information or documentation is damaged or lost while in the Contractor's care or at any time before it is delivered to Canada in accordance with the Contract, including accidental erasure, the Contractor must immediately replace it at its own expense.

7.19 Representations and Warranties

The Contractor made statements regarding its own and its proposed resources' experience and expertise in its bid that resulted in the award of the Contract and the issuance of TA's. The Contractor represents and warrants that all those statements are true and acknowledges that Canada relied on those statements in awarding the Contract and adding work to it through TA's. The Contractor also represents and warrants that it has, and all its resources and subcontractors that perform the Work have, and at all times during the Contract Period they will have and maintain, the skills, qualifications, expertise and experience necessary to perform and manage the Work in accordance with the Contract, and that the Contractor (and any resources or subcontractors it uses) has previously performed similar services for other customers.

7.20 Access to Canada's Property and Facilities

Canada's property, facilities, equipment, documentation, and personnel are not automatically available to the Contractor. If the Contractor would like access to any of these, it is responsible for making a request to the Project authority. Unless expressly stated in the Contract, Canada has no obligation to provide any of these to the Contractor. If Canada chooses, in its discretion, to make its property, facilities, equipment, documentation or personnel available to the Contractor to perform the Work, Canada may require an adjustment to the Basis of Payment and additional security requirements may apply.

7.21 Identification Protocol Responsibilities

The Contractor will be responsible for ensuring that each of its agents, representatives or subcontractors (hereinafter referred to as Contractor Representatives) complies with the following self-identification requirements:

- (a) Contractor Representatives who attend a Government of Canada meeting (whether internal or external to Canada's offices) must identify themselves as Contractor Representatives prior to the commencement of the meeting, to ensure that each meeting participant is aware of the fact that the individual is not an employee of the Government of Canada;
- (b) During the performance of any Work at a Government of Canada site, each Contractor Representative must be clearly identified at all times as being a Contractor Representative; and
- (c) If a Contractor Representative requires the use of the Government of Canada's e-mail system in the performance of the Work, then the individual must clearly identify him or herself as an agent or subcontractor of the Contractor in all electronic mail in the signature block as well as under "Properties." This identification protocol must also be used in all other correspondence, communication, and documentation.
- (d) If Canada determines that the Contractor is in breach of any obligation stated in this Article, upon written notice from Canada the Contractor must submit a written action plan describing corrective measures it will implement to eliminate the recurrence of the problem. The Contractor will have five working days to deliver the action plan to the Client and the Contracting Authority, and twenty working days to rectify the underlying problem.
- (e) In addition to any other rights it has under the Contract, Canada may terminate the Contract for default if the corrective measures required of the Contractor described above are not met.

7.22 NON-DISCLOSURE AGREEMENT

The Contractor must obtain from its employee(s) or subcontractor(s) the completed and signed non-disclosure agreement, which can be found in Appendix D to Annex A, and provide it to the Contracting Authority before they are given access to information by or on behalf of Canada in connection with the Work.

ANNEX A

STATEMENT OF WORK

1. BACKGROUND

The Data Management and Data Warehouse Division of the Canada Border Services Agency (CBSA) require Database Administrators to support the Agency's systems initiatives. The systems are high performance, high availability, mission critical national systems, built with Websphere/Java and DB2, executing within a Z/OS environment, supporting the Agency's activities.

2. SCOPE OF WORK

IT Professional services for up to 8 Database Administrators (DBA), Level 3, will be required during the period of the Contract of one year from the date of contract with the option to extend for four additional 1-year periods.

3. TASKS

The tasks may include, but are not limited to:

- 1) Defining new database structures;
- 2) Defining data conversion strategy;
- 3) Designing data conversions with high volumes and continuous availability;
- 4) Customizing database conversion routines;
- 5) Generating new database with the client;
- 6) Working closely with the users in order to maintain and safeguard the database;
- 7) Identifying requirements for improvements to existing databases by determining users' information requirements and system performance and functional requirements;
- 8) Developing, documenting and implementing procedures that will ensure the accuracy, completeness, and timeliness of data stored in the database;
- 9) Mediating and resolving conflicts among users' needs for data;
- 10) Developing, documenting and implementing security procedures for the database, including access and user account management;
- 11) Advising programmers, analysts, and users about the efficient use of data;
- 12) Maintaining configuration control of the database;
- 13) Performing and coordinating updates to the database design;
- 14) Controlling and coordinating changes to the database, including the deletion of records, changes to the existing records, additions to the database;
- 15) Developing and coordinating back-up, disaster recovery and virus protection procedures.
- 16) Participating in the testing phases of the different deliverables;
- 17) Participating in database walkthroughs and reviews;
- 18) Preparing documentation on different database components of the Canada Border Services initiatives.
- 19) Coaching, mentoring and training database administrators to perform any of the above.

4. TECHNICAL ENVIRONMENT

- 1) IBM DB2 RDBMS. (Relational Database Management System)
- 2) zOS/MVS Environment
- 3) CA Database Management Solutions for DB2 (Platinum)
- 4) ERWin Data Modeler
- 5) IBM Data Studio
- 6) IBM Information Server suite (Information Analyzer, Metadata Workbench, Business Glossary)
- 7) IBM InfoSphere Data Architect

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5. CLIENT SUPPORT

The CBSA Data Management team will provide an appropriate workspace with access to the appropriate tools for the resources to carry out the expectations set out in this SOW.

The contractor will be provided with a CBSA user ID, password, workstation or laptop, email address, and other materials (supporting documentation) as required in order to process, store, and/or transmit CBSA data on the CBSA network during the contract. The use of contractor IT systems is not permitted.

6. DELIVERABLES

Deliverables include, but are not limited to, the following:

- a) Development of technical documentation and procedures regarding database implementations, as required, documents will be provided in MS Word format. Documents will be delivered as initial drafts to the Project Authority and as final documents after any required revisions are completed;
- b) Ongoing analysis of current environments and providing of recommendations where necessary for increasing and optimizing performance. The recommendations will be provided as ongoing status reports delivered to the Project Authority;
- c) Perform monitoring of query usage and recommend ways to modify tables for increased performance (e.g., adding indices, joining tables, adding foreign keys, etc.); Iterative deliverables to be provided to the Project Authority; after individual project implementations;
- d) Perform ongoing daily DBA activities as required including defining new database structures, maintenance of data dictionaries, schema implementation, monitoring and performance tuning and troubleshooting; provide weekly status reports documenting these activities to the Project Authority

All deliverables are to be provided in English.

7. CONSTRAINTS

At no time and in no way is CBSA data to be removed from CBSA sites, nor will access to or from the contractor's IT systems through the use of a session or ling (e.g VPN) be permitted.

The contractor must comply with CBSA internal security policies, directives, standards, and guidelines at all times during the contract.

8. REPORTING REQUIREMENTS

Timesheets are to be provided on a monthly depicting hours worked on a daily basis.

9. WORK LOCATION

All work will be performed in the National Capital Region on-site at CBSA offices.

The current Primary Office location is 333 North River Rd Ottawa, Ontario.

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**ANNEX B
BASIS OF PAYMENT**

INITIAL CONTRACT PERIOD:

Initial Contract Period (Date of Contract award to one year later)		
Resource Category	Level of Expertise	Firm Per Diem Rate
Database Administrator	Level 3	

OPTION PERIODS:

Option Period 1 (_____ to _____)		
Resource Category	Level of Expertise	Firm Per Diem Rate
Database Administrator	Level 3	

Option Period 2 (_____ to _____)		
Resource Category	Level of Expertise	Firm Per Diem Rate
Database Administrator	Level 3	

Option Period 3 (_____ to _____)		
Resource Category	Level of Expertise	Firm Per Diem Rate
Database Administrator	Level 3	

Option Period 4 (_____ to _____)		
Resource Category	Level of Expertise	Firm Per Diem Rate
Database Administrator	Level 3	

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ANNEX C
SECURITY REQUIREMENTS CHECK LIST
(SEE ATTACHED)

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Contract Number / Numéro du contrat
Security Classification / Classification de sécurité

PART C - (COMPLÉTER / PARTIE C - (COMPLÉTER))

For users completing the form manually use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.
Les utilisateurs qui remplissent le formulaire manuellement doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form online (via the Internet), the summary chart is automatically populated by your responses to previous questions.
Dans le cas des utilisateurs qui remplissent le formulaire en ligne (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

SUMMARY CHART / TABLEAU RÉCAPITULATIF

Category / Catégorie	PROTECTED / PROTÉGÉ			CLASSIFIED / CLASSIFIÉ			NATO				COMINT			
	A	B	C	CONFIDENTIAL / CONFIDENTIEL	SECRET	TOP SECRET / TRÈS SECRET	NATO UNCLASSIFIED / NON CLASSIFIÉ	NATO CONFIDENTIAL / CONFIDENTIEL	NATO SECRET	COMINT TOP SECRET / TRÈS SECRET	PROTECTED / PROTÉGÉ	CONFIDENTIAL / CONFIDENTIEL	SECRET	TOP SECRET / TRÈS SECRET
											A	B	C	
Information / Ample														
Personnel / Personnel														
Production / Production														
IT / IT														
IT / IT														
IT / IT														

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?
La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE? ☒ No / Non ☐ Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?
La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE? ☒ No / Non ☐ Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquer qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).

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Security Classification / Classification de sécurité

Canada

APPENDIX A TO ANNEX A

TASKING ASSESSMENT PROCEDURE

1. Where a requirement for a specific task is identified, a draft Task Authorization Form (TA Form) as attached at Appendix B to Annex A will be provided to the Contractor. Once a draft TA Form is received, the Contractor must submit to the Project authority a quotation of rates to supply the requested Resource Categories based on the information identified in the TA Form. The quotation must be signed and submitted to Canada within the time for response identified in the TA Form. The Contractor will be given a minimum of 5 days turnaround time to submit a quotation.
2. For each proposed resource the Contractor must supply a résumé, the requested security clearance information and must complete the Response Tables at Appendix C of Annex A applicable to the Resource Categories identified in the draft TA. The same individual must not be proposed for more than one Resource Category. The résumés must demonstrate that each proposed individual meets the qualification requirements described (including any educational requirements, work experience requirements, and professional designation or membership requirements). With respect to the proposed resources:
 - (i) Proposed resources may be employees of the Contractor or employees of a subcontractor, or these individuals may be independent contractors to whom the Contractor would subcontract a portion of the Work. (Refer to Appendix D to Annex A, Certifications).
 - (ii) For educational requirements for a particular degree, designation or certificate, Canada will only consider educational programmes that were successfully completed by the resource before the date the draft TA was first issued to the Contractor.
 - (iii) For requirements relating to professional designation or membership, the resource must have the required designation or membership by the time of draft TA issuance and must continue, where applicable, to be a member in good standing of the profession or membership throughout the assessment period and Contract Period. Where the designation or membership must be demonstrated through a certification, diploma or degree, such document must be current, valid and issued by the entity specified in this Contract or if the entity is not specified, the issuer must have been an accredited or otherwise recognized body, institution or entity at the time the document was issued.
 - (iv) For work experience, Canada will not consider experience gained as part of an educational programme, except for experience gained through a formal co-operative programme at a post-secondary institution.
 - (v) For any requirements that specify a particular time period (e.g., 2 years) of work experience, Canada will disregard any information about experience if the résumé does not include the relevant dates (month and year) for the experience claimed (i.e., the start date and end date). Canada will evaluate only the duration that the resource actually worked on a project or projects (from his or her start date to end date), instead of the overall start and end date of a project or a combination of projects in which a resource has participated.
 - (vi) A résumé must not simply indicate the title of the individual's position, but must demonstrate that the resource has the required work experience by explaining the responsibilities and work performed by the individual while in that position. Only listing experience without providing any supporting data to describe responsibilities, duties and relevance to the requirement, or reusing the same wording as the TA Form, will not be considered "demonstrated" for the purposes of the assessment. The Contractor should provide complete details as to where, when, month and year, and how, through which activities/responsibilities, the stated qualifications / experience were obtained. In situations in which a proposed resource worked at the same time on more than one

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project, the duration of any overlapping time period will be counted only once toward any requirements that relate to the individual's length of experience.

3. The qualifications and experience of the proposed resources will be assessed against the requirements set out in Appendix C to Annex A to determine each proposed resource's compliance with the mandatory and rated criteria. Canada may request proof of successful completion of formal training, as well as reference information. Canada may conduct reference checks to verify the accuracy of the information provided. If reference checks are done, they will be conducted in writing by e-mail (unless the contact at the reference is only available by telephone). Canada will not assess any points or consider a mandatory criterion met unless the response is received within 5 working days. On the third working day after sending out the e-mails, if Canada has not received a response, Canada will notify the Contractor by e-mail, to allow the Contractor to contact its reference directly to ensure that it responds to Canada within 5 working days. Wherever information provided by a reference differs from the information supplied by the Contractor, the information supplied by the reference will be the information assessed. Points will not be allocated or a mandatory criteria considered as met if the reference customer is not a customer of the Contractor itself (for example, the customer cannot be the customer of an affiliate of the Contractor). Nor will points be allocated or a mandatory criteria considered as met if the customer is itself an affiliate or other entity that does not deal at arm's length with the Contractor. Crown references will be accepted.
4. During the assessment of the resources proposed, should the references for two or more resources required under that TA either be unavailable or fail to substantiate the required qualifications of the proposed resources to perform the required services, the Contracting Authority may find the quotation to be non-responsive.
5. Only quotations that meet all of the mandatory criteria will be considered for assessment of the point rated criteria. Each resource proposed must attain the required minimum score for the point rated criteria for the applicable Resource Category. If the minimum score for any proposed resource is less than what is required, the Contractor's quotation will be found to be non-responsive.
6. Once the quotation has been accepted by the Project authority, the TA Form will be signed by Canada and provided to the Contractor for signature. The TA Form must be appropriately signed by Canada prior to commencement of any work. The Contractor must not commence work until a validly issued TA Form (the Task Authorization) has been received, and any work performed in its absence is done at the Contractor's own risk.

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APPENDIX B TO ANNEX A - TASK AUTHORIZATION

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Public Works and
Government Services
Canada

Travaux publics et
Services gouvernementaux
Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complétée par le Responsable technique / Chargé du projet)

A. General Information / Informations générales

Contract Number / Numéro du contrat :

Contractor Name / Nom du Contracteur :

Task Authorization (TA) No.
N° de l'autorisation de tâches (AT) :

Commitment No.
N° de l'engagement :

Financial Coding
Code financier :

Date of Issuance
Date d'émission :

Response required
by
Réponse requise
d'ici le :

B. For Amendments Only / Aux fins de modification seulement

Amendment No. / N° de la modification :

Reason for the Amendment / Raison pour la modification :

C. TA Requirements / Exigences relatives à l'AT

Required Resource(s) / Ressource(s) requise(s) :

Category and Level Catégorie et Niveau	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profil linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis

Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.)

See attached / Voir pièce jointe

Period of Services / Période de service:

Initial Start Date / Date de début initiale :

Initial End Date / Date de fin initiale :

Extended End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification):

☐ Option To Extend Initial End Date / Option pour prolonger la date de fin initiale

Optional End Date(s) / Date(s) de fin optionnelle(s)	Status / Statut
	<input type="radio"/> In Effect / en vigueur

Travel Requirement(s) / Exigence(s) de voyage :

n/a

Work Location(s) / Lieu(x) de travail :

PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complétée par le Contracteur et/ou le Responsable technique / Chargé du projet)

Contractor Resource(s) and Estimated Cost / Ressource(s) du Contracteur et Coût total estimatif

Note: Once approved, only the following resources may provide services under the TA. / Note: Une fois approuvée, seules les ressources suivantes peuvent fournir des services sous la présente AT.

Name / Nom Category and Level / Catégorie et Niveau	PWSC Security File No. / N° du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
0					\$0.00
0					\$0.00
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Estimated Cost / Coût estimatif					\$0.00
Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie					\$0.00

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Public Works and
Government Services
Canada

Travaux publics et
Services gouvernementaux
Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Task/Project Authority) / **PARTIE 1** (complétée par le Responsable technique / Chargé du projet)

A. General Information / Informations générales

Contract Number / Numéro du contrat :

Contractor Name / Nom du Contracteur :

Task Authorization (TA) No.
N° de l'autorisation de tâches (AT) :

Commitment No.
N° de l'engagement :

Financial Coding
Code financier :

Date of Issuance
Date d'émission :

Response required by
Réponse requise
d'ici le :

B. For Amendments Only / Aux fins de modification seulement

Amendment No. / N° de la modification :

Reason for the Amendment / Raison pour la modification :

C. TA Requirements / Exigences relatives à l'AT

Required Resource(s) / Ressource(s) requise(s)

Category and Level Catégorie et Niveau	Estimated Level of Effort (days) / Niveau d'effort estimé (jours)	Linguistic Profile / Profil linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis

Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.)

See attached / Voir pièce jointe

Period of Services / Période de service:

Initial Start Date / Date de début initiale

Initial End Date / Date de fin initiale

Extended End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification)

☐ Option To Extend Initial End Date / Option pour prolonger la date de fin initiale

Optional End Date(s) / Date(s) de fin optionnelle(s)	Status / Statut
	<input type="radio"/> In Effect / en vigueur

Travel Requirement(s) / Exigence(s) de voyage

n/a

Work Location(s) / Lieu(x) de travail

PART 2 (completed by the Contractor under the Task/Project Authority) / **PARTIE 2** (complétée par le Contracteur sous la Responsabilité technique / Chargé du projet)

Contractor Resource(s) and Estimated Cost / Ressource(s) du Contracteur et Coût total estimatif

*Note: Under approval, only the following resources may provide services under the TA. *Note: Les ressources autorisées ne peuvent fournir des services sous la présente AT.

Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / N° du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimé (jours)	Total Estimated Cost / Coût total estimatif

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0					\$0.00
0					\$0.00
Estimated Cost / Coût estimatif					\$0.00
Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie					\$0.00
Total Estimated Cost / Coût total estimatif					\$0.00

PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

<p>By signing this TA, the authorized client authority and/or the PWGSC Contracting Authority certifies that the content of this TA is in accordance with the conditions of the Contract.</p> <p>The client's authorization limit is \$300,000. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.</p>		<p>En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSGC atteste que le contenu de cette AT est conforme aux conditions du contrat.</p> <p>La limite d'autorisation du client est 300,000. Lorsque la valeur de l'AT et ses modifications (excluant les taxes applicables) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation.</p>	
Name of Authorized Client / Nom du client autorisé	Date	Name of Contracting Authority / Nom de l'autorité contractante	Date
Signature		Signature	

PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR

<p>Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre Signature de la personne autorisée à signer au nom de l'entrepreneur</p>			Signature	Date
--	--	--	-----------	------

APPENDIX C TO ANNEX A

RESOURCES ASSESSMENT CRITERIA AND RESPONSE TABLE

To facilitate resource assessment, Contractors must prepare and submit a response to a draft Task Authorization using the tables provided in this Annex. When completing the resource grids, the specific information which demonstrates the requested criteria and reference to the page number of the résumé should be incorporated so that Canada can verify this information. The tables should not contain all the project information from the resume. Only the specific answer should be provided.

1. Mandatory Resource Assessment Criteria:

Experience and Expertise of the Proposed Database Administrator, Level 3			
Name of proposed Resource: _____			
The Contractor MUST demonstrate that the Proposed Database Administrator, Level 3 has:			
Criteria	Mandatory Requirement	Contractor's Response	
		Demonstrated experience (Contractor to insert data)	Insert page # of resume
M.1	A minimum of 5 years' experience, within the last 10 years, in monitoring the performance and tuning of the DB2 databases within Multiple Virtual Storage (MVS) or Z Operating System (zOS) environment.		
M.2	A minimum of 5 years' experience, within the last 10 years, in designing, implementing and supporting the DB2 databases within Multiple Virtual Storage (MVS) or Z Operating System (zOS) environment.		
M.3	A minimum of 5 years' experience, within the last 10 years, working as a DB2 database administrator within Z Operating System (zOS) or Multiple Virtual Storage (MVS) environment in a Large Project*. *Large Project is defined as a database of fifteen gigabytes or more, within an On-Line Transaction Processing (OLTP) environment.		

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2. Point Rated Resource Assessment Criteria:

Experience and Expertise of the Proposed Database Administrator, Level 3					
Name of proposed Resource: _____					
The Contractor SHOULD demonstrate that the Proposed Database Administrator, Level 3 has:					
			POINT GRID	CONTRACTOR'S RESPONSE	
#	RATED CRITERIA	POINTS MAX		DEMONSTRATED EXPERIENCE	INSERT PAGE # OF RESUME
R.1	More than 5 years' experience, within the last 10 years, in monitoring the performance and tuning of the DB2 databases within Multiple Virtual Storage (MVS) or Z Operating System (zOS) environment.	10	5+ to 6 years = 2 points 6+ to 7 years = 4 points 7+ to 8 years = 6 points 8+ to 9 years = 8 points 9+ years = 10 points		
R.2	More than 5 years' experience, within the last 10 years, in designing, implementing and supporting the DB2 databases within Multiple Virtual Storage (MVS) or Z Operating System (zOS) environment.	10	5+ to 6 years = 2 points 6+ to 7 years = 4 points 7+ to 8 years = 6 points 8+ to 9 years = 8 points 9+ years = 10 points		
R.3	More than 5 years' experience, within the last 10 years, working as a DB2 database administrator within Z Operating System (zOS) or Multiple Virtual Storage (MVS) environment in a Large Project*. *Large Project is defined as a database of fifteen gigabytes or more, within an On-Line Transaction Processing (OLTP) environment.	10	5+ to 6 years = 2 points 6+ to 7 years = 4 points 7+ to 8 years = 6 points 8+ to 9 years = 8 points 9+ years = 10 points		
R.4	Experience, within the last 10 years, designing and implementing backup and recovery strategies for DB2 databases within Multiple Virtual Storage (MVS) or Z Operating System (zOS) environment.	5	0 to 1 year = 0 points 1+ to 2 years = 1 points 2+ to 3 years = 2 points 3+ to 4 years = 3 points 4+ to 5 years = 4 points 5+ years = 5 points		
R.5	Experience, within the last 10 years, using a minimum of 2 of the following computer aided software engineering tools for DB2 on Z Operating System (zOS) or Multiple	5	0 to 1 year = 0 points 1+ to 2 years = 1 points 2+ to 3 years = 2 points 3+ to 4 years = 3 points 4+ to 5 years = 4 points		

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Experience and Expertise of the Proposed Database Administrator, Level 3

Name of proposed Resource: _____

The Contractor **SHOULD** demonstrate that the Proposed Database Administrator, Level 3 has:

			POINT GRID	CONTRACTOR'S RESPONSE	
#	RATED CRITERIA	POINTS MAX		DEMONSTRATED EXPERIENCE	INSERT PAGE # OF RESUME
	Virtual Storage (MVS) environment: 1) CA Database Management Solutions for DB2 (Platinum); 2) ERWin Data Modeler; 3) IBM Data Studio; 4) IBM Information Server suite (Information Analyzer, Metadata Workbench, Business Glossary); or 5) IBM InfoSphere Data Architect.		5+ years = 5 points		
R.6	Experience, within the last 10 years, tuning Structured Query Language for optimal performance (CPU and elapsed time).	5	0 to 1 year = 0 points 1+ to 2 years = 1 points 2+ to 3 years = 2 points 3+ to 4 years = 3 points 4+ to 5 years = 4 points 5+ years = 5 points		
R.7	Experience, within the last 10 years, developing database scripts, triggers, and stored procedures.	5	0 to 1 year = 0 points 1+ to 2 years = 1 points 2+ to 3 years = 2 points 3+ to 4 years = 3 points 4+ to 5 years = 4 points 5+ years = 5 points		
R.8	Experience, within the last 10 years, implementing DDL (database definition language) changes to High Availability Databases*. *High Availability Databases is defined as being a database that is available at a minimum 99.5 percent of the time during the hours of operation, being 24 hours a day.	5	0 to 1 year = 0 points 1+ to 2 years = 1 points 2+ to 3 years = 2 points 3+ to 4 years = 3 points 4+ to 5 years = 4 points 5+ years = 5 points		
R.9	Experience, within the last 10 years, mentoring, coaching and providing guidance for database administrators.	5	0 to 1 year = 0 points 1+ to 2 years = 1 points 2+ to 3 years = 2 points 3+ to 4 years = 3 points 4+ to 5 years = 4 points 5+ years = 5 points		

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Experience and Expertise of the Proposed Database Administrator, Level 3

Name of proposed Resource: _____

The Contractor SHOULD demonstrate that the Proposed Database Administrator, Level 3 has:

			POINT GRID	CONTRACTOR'S RESPONSE	
#	RATED CRITERIA	POINTS MAX		DEMONSTRATED EXPERIENCE	INSERT PAGE # OF RESUME
	MAXIMUM AVAILABLE POINTS	60			
	MINIMUM POINTS REQUIRED	42			
	POINTS ACHIEVED				

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APPENDIX D TO ANNEX A CERTIFICATIONS AT THE TA STAGE

The following Certifications are to be used, as applicable. If they apply, they must be signed and attached to the Contractor's quotation when it is submitted to Canada.

1. CERTIFICATION OF EDUCATION AND EXPERIENCE

The Contractor certifies that all the information provided in the résumés and supporting material proposed for completing the subject work, particularly the information pertaining to education, achievements, experience and work history, has been verified by the Contractor to be true and accurate. Furthermore, the Contractor warrants that every individual proposed by the Contractor for the requirement is capable of performing the Work described in the Task Authorization.

Print name of authorized individual & sign above

Date

2. CERTIFICATION OF AVAILABILITY OF PERSONNEL

The Contractor certifies that, should it be authorized to provide services under this Task Authorization, the persons proposed in the quotation will be available to commence performance of the work within a reasonable time from the date of issuance of the valid Task Authorization, or within the time specified in the TA Form, and will remain available to perform the work in relation to the fulfillment of the requirement.

Print name of authorized individual & sign above

Date

3. CERTIFICATION OF STATUS OF PERSONNEL

If the Contractor has proposed any individual who is not an employee of the Contractor, the Contractor certifies that it has permission from that individual to propose his/her services in relation to the Work to be performed under this TA and to submit his/her résumé to Canada. At any time during the Contract Period the Contractor must, upon request from the Contracting Authority, provide the written confirmation, signed by the individual, of the permission that was given to the Contractor of his/her availability. Failure to comply with the request may result in a default under the Contract in accordance with the General Conditions.

Print name of authorized individual & sign above

Date

4. CERTIFICATION OF LANGUAGE - ENGLISH

The Contractor certifies that the proposed resource(s) in response to this draft Task Authorization is/are fluent in English. The individual(s) proposed must be able to communicate orally and in writing in English without any assistance and with minimal errors.

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Print name of authorized individual & sign above

Date

5. SECURITY CLEARANCE:

The Contractor is requested to submit the following security information for each of the proposed resources.

SECURITY INFORMATION	
Name of individual as it appears on security clearance application form	
Level of security clearance obtained	
Validity period of security clearance obtained	
Security Screening Certificate and Briefing Form file number	

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APPENDIX E TO ANNEX A NON-DISCLOSURE AGREEMENT

The Contractor is requested to submit the following Non-Disclosure Agreement duly signed by each of the proposed resources prior to commence any work under this contract.

I, _____, recognize that in the course of my work as an employee or subcontractor of _____, I may be given access to information by or on behalf of Canada in connection with the Work, pursuant to Contract Serial No. _____ between Her Majesty the Queen in right of Canada, represented by the Minister of Public Works and Government Services and Canada Border Services Agency, including any information that is confidential or proprietary to third parties, and information conceived, developed or produced by the Contractor as part of the Work. For the purposes of this agreement, information includes but not limited to: any documents, instructions, guidelines, data, material, advice or any other information whether received orally, in printed form, recorded electronically, or otherwise and whether or not labeled as proprietary or sensitive, that is disclosed to a person or that a person becomes aware of during the performance of the Contract.

I agree that I will not reproduce copy, use, divulge, release or disclose, in whole or in part, in whatever way or form any information described above to any person other than a person employed by Canada on a need to know basis. I undertake to safeguard the same and take all necessary and appropriate measures, including those set out in any written or oral instructions issued by Canada, to prevent the disclosure of or access to such information in contravention of this agreement.

I also acknowledge that any information provided to the Contractor by or on behalf of Canada must be used solely for the purpose of the Contract and must remain the property of Canada or a third party, as the case may be.

I agree that the obligation of this agreement will survive the completion of the Contract.

Signature

Date

RECEIVED JUL 12 2016

Government of Canada
Gouvernement du Canada

Contract Number / Numéro du contrat

47063-181852/001/EL

Security Classification / Classification de sécurité

SECURITY REQUIREMENTS CHECK LIST (SRCL)

LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE	
1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine	2. Branch or Directorate / Direction générale ou Direction
CBSA	ISTB
3. a) Subcontract Number / Numéro du contrat de sous-traitance	3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant
4. Brief Description of Work / Brève description du travail Sourcing up to 8 Database Administrators - see SOW.	
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?	
<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Non Oui	
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?	
<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Non Oui	
5. Indicate the type of access required / Indiquer le type d'accès requis	
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)	
<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Non Oui	
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.	
<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Non Oui	
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?	
<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Non Oui	
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès	
Canada <input checked="" type="checkbox"/>	NATO / OTAN <input type="checkbox"/>
Foreign / Étranger <input type="checkbox"/>	
7. b) Release restrictions / Restrictions relatives à la diffusion	
No release restrictions Aucune restriction relative à la diffusion <input checked="" type="checkbox"/>	All NATO countries Tous les pays de l'OTAN <input type="checkbox"/>
Not releasable À ne pas diffuser <input type="checkbox"/>	
Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>
Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:
7. c) Level of information / Niveau d'information	
PROTECTED A PROTÉGÉ A <input type="checkbox"/>	NATO UNCLASSIFIED NATO NON CLASSIFIÉ <input type="checkbox"/>
PROTECTED B PROTÉGÉ B <input type="checkbox"/>	NATO RESTRICTED NATO DIFFUSION RESTREINTE <input type="checkbox"/>
PROTECTED C PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIAL NATO CONFIDENTIEL <input type="checkbox"/>
CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>	NATO SECRET NATO SECRET <input type="checkbox"/>
SECRET SECRET <input checked="" type="checkbox"/>	COSMIC TOP SECRET COSMIC TRÈS SECRET <input type="checkbox"/>
TOP SECRET TRÈS SECRET <input type="checkbox"/>	
TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>	

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité

Canada



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Gouvernement
du Canada

REF ID: A11713738

Contract Number / Numéro du contrat 47060-181852/001/EL
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PART A (continued) / PARTIE A (suite)

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? ☒ No / Non ☐ Yes / Oui

If Yes, indicate the level of sensitivity:
Dans l'affirmative, indiquer le niveau de sensibilité:

9. Will the supplier require access to extremely sensitive INFOSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate? ☒ No / Non ☐ Yes / Oui

Short Title(s) of material / Titre(s) abrégé(s) du matériel:
Document Number / Numéro du document:

PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)

10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis

<input type="checkbox"/> RELIABILITY STATUS COTE DE FIABILITÉ	<input type="checkbox"/> CONFIDENTIAL CONFIDENTIEL	<input checked="" type="checkbox"/> SECRET SECRET	<input type="checkbox"/> TOP SECRET TRÈS SECRET
<input type="checkbox"/> TOP SECRET- SIGINT TRÈS SECRET - SIGINT	<input type="checkbox"/> NATO CONFIDENTIAL NATO CONFIDENTIEL	<input type="checkbox"/> NATO SECRET NATO SECRET	<input type="checkbox"/> COSMIC TOP SECRET COSMIC TRÈS SECRET
<input type="checkbox"/> SITE ACCESS ACCÈS AUX EMPLACEMENTS			

Special comments:
Commentaires spéciaux:

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.

REMARQUE: Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? ☒ No / Non ☐ Yes / Oui

If Yes, will unscreened personnel be escorted?
Dans l'affirmative, le personnel en question sera-t-il escorté? ☒ No / Non ☐ Yes / Oui

PART C - SAFEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)

INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS

11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises?
Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS? ☒ No / Non ☐ Yes / Oui

11. b) Will the supplier be required to safeguard COMSEC information or assets?
Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC? ☒ No / Non ☐ Yes / Oui

PRODUCTION

11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?
Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ? ☒ No / Non ☐ Yes / Oui

INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?
Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS? ☒ No / Non ☐ Yes / Oui

11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?
Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale? ☒ No / Non ☐ Yes / Oui

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité

Canada



Government of Canada
Gouvernement du Canada

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Security Classification / Classification de sécurité

PART C - (continued) / PARTIE C - (suite)

For users completing the form manually use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.

Les utilisateurs qui remplissent le formulaire manuellement doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form online (via the Internet), the summary chart is automatically populated by your responses to previous questions. Dans le cas des utilisateurs qui remplissent le formulaire en ligne (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

SUMMARY CHART / TABLEAU RÉCAPITULATIF

Category Catégorie	PROTECTED PROTÉGÉ			CLASSIFIED CLASSIFIÉ			NATO				COMSEC					
	A	B	C	CONFIDENTIAL CONFIDENTIEL	SECRET	TOP SECRET TRÈS SECRET	NATO RESTRICTED NATO DIFFUSION RESTREINTE	NATO CONFIDENTIAL NATO CONFIDENTIEL	NATO SECRET	COMSEC TOP SECRET COMSEC TRÈS SECRET	PROTECTED PROTÉGÉ			CONFIDENTIAL CONFIDENTIEL	SECRET	TOP SECRET TRÈS SECRET
											A	B	C			
Information / Assets Renseignements / Biens Production																
IT Media / Support TI																
IT Unit / Unit électronique																

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?

La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?

☒ No
Non ☐ Yes
Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?

La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?

☒ No
Non ☐ Yes
Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquez qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).



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Division/Services professionnels en informatique -
division EL
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Gatineau
Québec
K1A 0S5

**CONTRACT AMENDMENT
MODIFICATION AU CONTRAT**

The referenced document is hereby amended: unless
otherwise indicated, all other terms and conditions of
the contract remain the same.
Ce document est par la présente modifié: sauf indication
contraire, les modalités du contrat demeurent les mêmes.

The Vendor/Firm hereby accepts/acknowledges this
amendment.

Le fournisseur/entrepreneur accepte la présente
modification/en accusé réception.

Signature _____ Date _____
Name, title of person authorized to sign (type or print)
Nom et titre du signataire autorisé (taper ou imprimer)

Return signed copy forthwith
Prière de retourner une copie dûment signée immédiatement

Comments - Commentaires

Vendor/Firm Name and Address

**Raison sociale et adresse du
fournisseur/de l'entrepreneur**

130089535PG0001
TPG Technology Consulting Ltd.
887 Richmond Road, Suite 100
Ottawa
Ontario
K2A0G8
Canada

Title - Sujet TBIPS SA TIER 2 - DBA	
Contract No. - N° du contrat 47060-181852/001/EL	Amendment No. - N° Modif 001
Client Reference No. - N° de référence du client 1000331852	Date 2019-01-28
Requisition Reference No. - N° de la demande 47060-181852	
File No. - N° de dossier 609el.47060-181852	CCC No./N° CCC - FMS No./N° VME
Financial Codes Code(s) financier(s)	
GST/HST TPS/TVH	
F.O.B. - F.A.B. Destination	
GST/HST - TPS/TVH	Duty - Droits
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: TECHNOLOGY/TECHNOLOGIE NC REGION OTTAWA ON K1A 0L5 CANADA	
Invoices - Original and two copies to be sent to: Factures - Envoyer l'original et deux copies à: VENDORS-FOURNISSEURS@CBSA-ASFC.GC.CA NATIONAL INVOICE RECEPTION UNIT/ UNITE NATIONALE DE RECEPTION DE FAC 105 RUE MCGILL, #260-01 MONTREAL QC H2Y 2E7 CANADA	
Address Enquiries to: - Adresser toutes questions à: Bastien, Josée	Buyer Id - Id de l'acheteur 609el
Telephone No. - N° de téléphone (613) 858-9843 ()	FAX No. - N° de FAX () -
Increase (Decrease) - Augmentation (Diminution) \$1,966,426.00	
Revised estimated cost Coût révisé estimatif \$3,932,852.00	Currency Type - Genre de devise CAD
For the Minister - Pour le Ministre Bastien, Josee <small>Digitally signed by Bastien, Josee Date: 2019.01.28 11:22:53 -05'00'</small>	

Contract:
 47060-181852/001/EL

Amendment Number:
 001

Buyer ID:
 609EL

This Amendment number 001 is raised to exercise Option Period 1, increase the Total Estimated Cost and extend the Contract Period.

1. At **Page 1** of the Contract, under **Total Estimated Cost**, amend as follows:

Delete: \$ 1,966,426.00

Insert: \$ 3,932,852.00

2. At **7.6 Contract Period**, delete in its entirety.

Insert:

7.6 Contract Period

- (a) **Contract Period:** The "**Contract Period**" is the entire period of time during which the Contractor is obliged to perform the Work, which includes:
 - (i) The "**Initial Contract Period**", which begins on the date the Contract is awarded and ends January 30, 2020; and
 - (ii) The period during which the Contract is extended, if Canada chooses to exercise any options set out in the Contract.
- (b) **Option to Extend the Contract:**
 - (i) The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to 3 additional one-year period(s) under the same terms and conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions set out in the Basis of Payment.
 - (ii) Canada may exercise this option at any time by sending a written notice to the Contractor before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced, for administrative purposes only, through a contract amendment.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED



Purchasing Office - Bureau des achats:

Informatics Professional Services - EL
Division/Services professionnels en informatique -
division EL
4C2, Place du Portage
Gatineau
Québec
K1A 0S5

**CONTRACT AMENDMENT
MODIFICATION AU CONTRAT**

The referenced document is hereby amended: unless
otherwise indicated, all other terms and conditions of
the contract remain the same.
Ce document est par la présente modifié: sauf indication
contraire, les modalités du contrat demeurent les mêmes.

The Vendor/Firm hereby accepts/acknowledges this
amendment.

Le fournisseur/entrepreneur accepte la présente
modification/en accusé réception.

Signature _____ Date _____
Name, title of person authorized to sign (type or print)
Nom et titre du signataire autorisé (taper ou imprimer)

Return signed copy forthwith
Prière de retourner une copie dûment signée immédiatement

Comments - Commentaires

Vendor/Firm Name and Address

**Raison sociale et adresse du
fournisseur/de l'entrepreneur**

130089535PG0001
TPG Technology Consulting Ltd.
887 Richmond Road, Suite 100
Ottawa
Ontario
K2A0G8
Canada

Title - Sujet TBIPS SA TIER 2 - DBA	
Contract No. - N° du contrat 47060-181852/001/EL	Amendment No. - N° Modif 002
Client Reference No. - N° de référence du client 1000331852	Date 2019-03-26
Requisition Reference No. - N° de la demande 47060-181852	
File No. - N° de dossier 609el.47060-181852	CCC No./N° CCC - FMS No./N° VME
Financial Codes Code(s) financier(s)	
GST/HST TPS/TVH	
F.O.B. - F.A.B. Destination	
GST/HST - TPS/TVH	Duty - Droits
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: TECHNOLOGY/TECHNOLOGIE NC REGION OTTAWA ON K1A 0L5 CANADA	
Invoices - Original and two copies to be sent to: Factures - Envoyer l'original et deux copies à: VENDORS-FOURNISSEURS@CBSA-ASFC.GC.CA NATIONAL INVOICE RECEPTION UNIT/ UNITE NATIONALE DE RECEPTION DE FAC 105 RUE MCGILL, #260-01 MONTREAL QC H2Y 2E7 CANADA	
Address Enquiries to: - Adresser toutes questions à: Bastien, Josée	Buyer Id - Id de l'acheteur 609el
Telephone No. - N° de téléphone (613) 858-9843 ()	FAX No. - N° de FAX () -
Increase (Decrease) - Augmentation (Diminution) \$0.00	
Revised estimated cost Coût révisé estimatif \$3,932,852.00	Currency Type - Genre de devise CAD
For the Minister - Pour le Ministre Bastien, Josee <small>Digitally signed by Bastien, Josee Date: 2019.03.29 07:50:33 -04'00'</small>	

Contract:
47060-181852/001/EL

Amendment Number:
002

Buyer ID:
609EL

This Amendment number 002 is raised to amend the Contract as follows:

1. At 7.7 Authorities:

Delete:

(ii) Project Authority

The Project Authority for the Contract is:

Name: Mario Plamondon
Title: Manager – DM Production Support, ESD, ISTB, CBSA | GD
Support en production, DES, DGIST, ASFC
Organization: Canada Border Service Agency (CBSA)
Telephone: (343) 291-6813
E-mail address: Mario.Plamondon@cbsa-asfc.gc.ca

The Project authority [is the representative of the department or agency for whom the Work is being carried out under the Contract and] is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Project authority; however, the Project authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

Insert:

(ii) Technical Authority

The Technical Authority for the Contract is:

Name: Hervé Madelaine
Title: Manager, Information, Science and Technology Branch
Organization: Canada Border Service Agency (CBSA)
Telephone: (343) 291-6615
E-mail address: herve.madelaine@cbsa-asfc.gc.ca

The Technical Authority is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Technical Authority; however, the Technical Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED



Public Works and
Government Services
Canada

Travaux publics et
Services gouvernementaux
Canada

Purchasing Office - Bureau des achats:
Informatics Professional Services - EL
Division/Services professionnels en informatique -
division EL
4C2, Place du Portage
Gatineau
Québec
K1A 0S5

CONTRACT AMENDMENT MODIFICATION AU CONTRAT

The referenced document is hereby amended: unless otherwise indicated, all other terms and conditions of the contract remain the same.
Ce document est par la présente modifié sauf indication contraire, les modalités du contrat demeurent les mêmes.

The Vendor/Firm hereby accepts/acknowledges this amendment.

Le fournisseur/entrepreneur accepte la présente modification/en accusé réception.

Donald R. Powell Jan. 28, 2020
Signature *Donald R. Powell, President* Date
Name, title of person authorized to sign (type or print)
Nom et titre du signataire autorisé (taper ou imprimer)

Return signed copy forthwith
Prière de retourner une copie dûment signée immédiatement

Comments - Commentaires

Vendor/Firm Name and Address
Raison sociale et adresse du
fournisseur/de l'entrepreneur

130089535PG0001
TPG Technology Consulting Ltd.
887 Richmond Road, Suite 100
Ottawa
Ontario
K2A0G8
Canada

Title - Sujet TBIPS SA TIER 2 - DBA	
Contract No. - N° du contrat 47060-181852/001/EL	Amendment No. - N° Modif 003
Client Reference No. - N° de référence du client 1000331852	Date 2019-12-20
Requisition Reference No. - N° de la demande 47060-181852	
File No. - N° de dossier 609e1.47060-181852	CCC No./N° CCC - FMS No./N° VME
Financial Codes Code(s) financier(s)	
GST/HST TPS/TVH	
F.O.B. - F.A.B. Destination	
GST/HST - TPS/TVH	Duty - Droits
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: TECHNOLOGY/TECHNOLOGIE NC REGION OTTAWA ON K1A 0L5 CANADA	
Invoices - Original and two copies to be sent to: Factures - Envoyer l'original et deux copies à: VENDORS-FOURNISSEURS@CBSA-ASFC.GC.CA NATIONAL INVOICE RECEPTION UNIT/ UNITE NATIONALE DE RECEPTION DE FAC 105 RUE MCGILL, #260-01 MONTREAL QC H2Y 2E7 CANADA	
Address Enquiries to: - Adresser toutes questions à: Bastien, Josée	Buyer Id - Id de l'acheteur 609e1
Telephone No. - N° de téléphone (613) 858-9843 ()	FAX No. - N° de FAX () -
Increase (Decrease) - Augmentation (Diminution) \$1,966,426.00	
Revised estimated cost Coût révisé estimatif \$5,899,278.00	Currency Type - Genre de devise CAD
For the Minister - Pour le Ministre Bastien, Josee <small>Digitally signed by Bastien, Josee Date: 2020.01.28 13:57:31 -05'00'</small>	

Contract:
47060-181852/001/EL

Amendment Number:
003

Buyer ID:
609EL

This Amendment number 003 is raised to exercise Option Period 2, increase the Total Estimated Cost and extend the Contract Period.

1. At Page 1 of the Contract, under **Total Estimated Cost**, amend as follows:

Delete: \$ 3,932,852.00

Insert: \$ 5,899,278.00

2. At 7.6 Contract Period, delete in its entirety.

Insert:

7.6 Contract Period

(a) **Contract Period:** The "Contract Period" is the entire period of time during which the Contractor is obliged to perform the Work, which includes:

- (i) The "Initial Contract Period", which begins on the date the Contract is awarded and ends January 30, 2021; and
- (ii) The period during which the Contract is extended, if Canada chooses to exercise any options set out in the Contract.

(b) **Option to Extend the Contract:**

- (i) The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to 2 additional one-year period(s) under the same terms and conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions set out in the Basis of Payment.
- (ii) Canada may exercise this option at any time by sending a written notice to the Contractor before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced, for administrative purposes only, through a contract amendment.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED



TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Name / Nom	Category / Catégorie	Level / Niveau	Linguistic Profile / Profil linguistique	Level of Security / Niveau de sécurité	PWGSC Security File No. / N° du dossier de sécurité TPSGC
	Database Administrator	3	English / Anglais	Secret	

B. Estimated Cost / Coût estimatif

Category / Catégorie		Level / Niveau	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Cost / Coût estimatif
<div><div>+</div><div>-</div></div>	Database Administrator April 11, 2018 to March 29, 2019)	3			\$210,000.00
Estimated Cost / Coût estimatif					\$210,000.00
Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie					\$0.00
Taxe % applied / % de taxes appliquées		13.000	Applicable Taxes / Taxes applicables		\$27,300.00
Total Estimated Cost / Coût total estimatif					\$237,300.00

PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AUTORISATION

By signing this TA, the authorized client authority and/or the PWGSC Contracting Authority certifies that the content of this TA is in accordance with the conditions of the Contract.

The client's authorization limit is \$300,000.00. When the value of a TA and its amendments (including GST/HST) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.

Name of Authorized Client / Nom du client autorisé: ANDREA FOERSTER Date: 2018-04-10

Signature: for: Marc Plamondon

En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat.

La limite d'autorisation du client est \$300,000.00. Lorsque la valeur de l'AT et ses modifications (incluant la TPS/TVA) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation.

Name of Contracting Authority / Nom de l'autorité contractante: _____ Date: _____

Signature: _____

PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DE L'ENTREPRENEUR

Name and Title of Individual authorized to sign on behalf of the Contractor / Nom et titre de la personne autorisée à signer au nom de l'entrepreneur: Mr. Donald R. Powell, President

Signature: Donald R. Powell Date: Apr. 10, 2018

Robert Penwarden SPMMD Representative April 10, 2018



TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

A. General Information / Informations générales

Contract Number / Numéro du contrat : 47060-181852/001/EL

Contractor Name / Nom du Contracteur : TPG Technology Consulting Ltd

Task Authorization (TA) No. / N°
de l'autorisation de tâches (AT) :

20019000056

Commitment No. / N° de
l'engagement :

1000340867

Financial Coding / Code
financier :

191080010

Date of Issuance / Date
d'émission :

April 10, 2018

Response required by /
Réponse requise par :

April 11, 2018

B. For Amendments Only / Aux fins de modification seulement

Amendment No. / N° de la modification :

Reason for the Amendment / Raison pour la modification :

C. TA Requirements / Exigences relatives à l'AT

Required Resource(s) / Ressource(s) requise(s)

Category / Catégorie	Level / Niveau	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Database Administrator	3		English / Anglais	Secret

Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.)

As per attached Annex A -Statement of Work (SOW)

Period of Services / Période de service:

Initial Start Date / Date de début initiale :

April 11, 2018

Initial End Date / Date de fin initiale :

March 29, 2019

Extended End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification) :

☐ Option To Extend Initial End Date / Option pour prolonger la date de fin initiale

Travel Requirement(s) / Exigence(s) de voyage :

N/A

Work Location(s) / Lieu(x) de travail :

333 North River Rd, Ottawa, On

A. Contractor Resource(s) / Ressource(s) du Contracteur

Note: once approved, only the following resources may provide services under this TA. / Note : une fois approuvée, seules les ressources suivantes peuvent fournir des services sous la présente AT.

CONTENT OF A STATEMENT OF WORK (SOW)

TITLE	Database Administrator, Level 3
OBJECTIVE	To hire professional services to work for the Data Management Production Support section.
BACKGROUND	The Data Management and Data Warehouse Division of the Canada Border Services Agency (CBSA) require Database Administrators to support the Agency's systems initiatives. The systems are high performance, high availability, mission critical national systems, built with Websphere/Java and DB2, executing within a Z/OS environment, supporting the Agency's activities.
SCOPE	IT Professional services will be required to provide database administrator services in support of the CBSA Z/OS DB2 databases.
TASKS	<ol style="list-style-type: none"> 1) Define new database structures; 2) Define data conversion strategy; 3) Design data conversions with high volumes and continuous availability; 4) Customize database conversion routines; 5) Generate new database with the client; 6) Work closely with the users in order to maintain and safeguard the database; 7) Identify requirements for improvements to existing databases by determining users' information requirements and system performance and functional requirements; 8) Develop, document and implement procedures that will ensure the accuracy, completeness, and timeliness of data stored in the database; 9) Mediates and resolves conflicts among users' needs for data; 10) Develop, document and implement security procedures for the database, including access and user account management; 11) Advise programmers, analysts, and users about the efficient use of data; 12) Maintain configuration control of the database; 13) Perform and coordinate updates to the database design; 14) Control and coordinate changes to the database, including the deletion of records, changes to the existing records, additions to the database; 15) Develop and coordinate back-up, disaster recovery and virus protection procedures. 16) Participate in the testing phases of the different deliverables; 17) Participate in database walkthroughs and reviews; 18) Prepare documentation on different database components of the Canada Border Services initiatives. 19) Coach, mentor and train database administrators to perform any of the above.
TECHNICAL ENVIRONMENT	<ol style="list-style-type: none"> 1) IBM DB2 RDBMS. (Relational Database Management System) 2) zOS/MVS Environment 3) CA Database Management Solutions for DB2 (Platinum) 4) ERWin Data Modeler 5) IBM Data Studio 6) IBM Information Server suite (Information Analyzer, Metadata

	<p>Workbench, Business Glossary)</p> <p>7) IBM InfoSphere Data Architect</p>
CONSTRAINTS	<p>At no time and in no way is CBSA data to be removed from CBSA sites, nor will access to or from the contractor's IT systems through the use of a session or ling (e.g VPN) be permitted.</p> <p>The contractor must comply with CBSA internal security policies, directives, standards, and guidelines at all times during the contract.</p>
CLIENT SUPPORT	<p>The CBSA Data Management team will provide an appropriate workspace with access to the appropriate tools for the resources to carry out the expectations set out in this SOW.</p> <p>The contractor will be provided with a CBSA user ID, password, workstation or laptop, email address, and other materials (supporting documentation) as required in order to process, store, and/or transmit CBSA data on the CBSA network during the contract. The use of contractor IT systems is not permitted.</p>
REPORTING REQUIREMENTS	<p>Timesheets are to be provided monthly depicting hours worked on a daily basis.</p> <ul style="list-style-type: none"> It is the responsibility of the Contractor to facilitate and maintain regular communication with the Technical Authority. Status updates, verbal or written, may be requested by the Technical Authority over the course of the contract. Communication is defined as all reasonable effort to inform all parties of plans, decisions, proposed approaches, implementation, and results of work, to ensure that the project is progressing well and in accordance with expectations. Communication may include: phone calls; electronic mail; faxes; and meetings. In addition, the Contractor is to immediately notify the Technical Authority of any issues, problems or areas of concern in relation to any work completed under the contract, as they arise.
DELIVERABLES	<ol style="list-style-type: none"> Development of technical documentation and procedures regarding database implementations, as required, documents will be provided in MS Word format. Documents will be delivered as initial drafts to the Project Authority and as final documents after any required revisions are completed; Ongoing analysis of current environments and providing of recommendations where necessary for increasing and optimizing performance. The recommendations will be provided as ongoing status reports delivered to the Project Authority; Perform monitoring of query usage and recommend ways to modify tables for increased performance (e.g., adding indices, joining tables, adding foreign keys, etc.); Iterative deliverables to be provided to the Project Authority; after individual project implementations; Perform ongoing daily Data Base Administrator activities as required including defining new database structures, maintenance of data

	<p>dictionaries, schema implementation, monitoring and performance tuning and troubleshooting; provide weekly status reports documenting these activities to the Project Authority</p>
<p>WORK LOCATION</p>	<ul style="list-style-type: none"> • Canada Border Services Agency (CBSA) regular working hours are Monday to Friday, between 7 a.m. to 6 p.m. Eastern Time (Standard Workday). • Work will be performed at the CBSA location at Vanier Towers, 333 River Road, Ottawa, ON • The contractor may occasionally be required to work remotely during non-standard hours, i.e. on evenings or weekends at regular rate
<p>LANGUAGE OF WORK</p>	<ul style="list-style-type: none"> • The proposed resource will be required to perform the work in English. Every individual proposed in its bid must be English and must be able to communicate orally and in writing without any assistance and with minimal errors. <p><u>http://www.international.gc.ca/ifait-iaeci/test_levels-niveaux.aspx?lang=eng#b</u></p>

TASK AUTHORIZATION FORM

FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complétée par le Responsable technique / Chargé du projet)

A. General Information / Informations générales

Contract Number / Numéro du contrat : 47060-181852/001/EL				
Contractor Name / Nom du Contracteur : TPG Technology Consulting Ltd.				
Task Authorization (TA) No. / N° de l'autorisation de tâches (AT) :	Commitment No. / N° de l'engagement :	Financial Coding / Code financier :	Date of Issuance / Date d'émission :	Response required by / Réponse requise par :
2019000056	1000340867	191080030	Mar 26, 2019	Mar 26, 2019

B. For Amendments Only / Aux fins de modification seulement

Amendment No. / N° de la modification :	1
Reason for the Amendment / Raison pour la modification :	
This amendment is being raised to extend the end date and to raise the level of effort by days	

C. TA Requirements / Exigences relatives à l'AT

Required Resource(s) / Ressource(s) requise(s)

Category / Catégorie	Level / Niveau	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Database Administrator	3		English / Anglais	Secret

Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.)

--

Period of Services / Période de service:

Initial Start Date / Date de début initiale :	Apr 11, 2018	Initial End Date / Date de fin initiale :	Mar 29, 2019
Extended End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification) :		Jan 31, 2020	
<input type="checkbox"/> Option To Extend Initial End Date / Option pour prolonger la date de fin initiale			

Travel Requirement(s) / Exigence(s) de voyage :	N/A
Work Location(s) / Lieu(x) de travail :	333 North River Road, Ottawa ON

PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complétée par le Contracteur et/ou le Responsable technique / Chargé du projet)

A. Contractor Resource(s) / Ressource(s) du Contracteur

Note: once approved, only the following resources may provide services under this TA. / Nota : une fois approuvée, seules les ressources suivantes peuvent fournir des services sous la présente AT.



TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Name / Nom	Category / Catégorie	Level / Niveau	Linguistic Profile / Profil linguistique	Level of Security / Niveau de sécurité	PWGSC Security File No. / N° du dossier de sécurité TPSGC	
	Database Administrator	3	English / Anglais	Secret	1017932-1	+ -

B. Estimated Cost / Coût estimatif

Category / Catégorie	Level / Niveau	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Cost / Coût estimatif
<div><div>+</div><div>-</div></div> Database Administrator	3			\$392,875.00
Estimated Cost / Coût estimatif				\$392,875.00
Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie				\$0.00
Taxe % applied / % de taxes appliquées	0.000	Applicable Taxes / Taxes applicables		\$0.00
Total Estimated Cost / Coût total estimatif				\$392,875.00

PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

By signing this TA, the authorized client authority and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.

En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat.

The client's authorization limit is \$300,000.00. When the value of a TA and its amendments (including GST/HST) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.

La limite d'autorisation du client est \$300,000.00. Lorsque la valeur de l'AT et ses modifications (incluant la TPS/HST) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation.

HERIE MADELAINE 2019-03-26
Name of Authorized Client / Nom du client autorisé Date

Name of Contracting Authority / Nom de l'autorité contractante Date

Signature

CARREAU
LYNE

Digitally signed by CARREAU LYNE
DN: cn=CARREAU LYNE, o=PWGSC, ou=PWGSC, email=CARREAU.LYNE@pwgsc.gc.ca
Date: 2019.03.27 11:20:45 -0400

Bastien, Josee
Signature

Digitally signed by Bastien, Josee
Date: 2019.03.28 09:54:00 -0400

PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR

Donald R Powell, President
Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre de la personne autorisée à signer au nom de l'entrepreneur

Donald R Powell
Signature

Mar. 28, 2019
Date



TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / **PARTIE 1** (complété par le Responsable technique / Chargé du projet)

A. General Information / Informations générales

Contract Number / Numéro du contrat : **47060-181852/001/EL**

Contractor Name / Nom du Contracteur : **TPG Technology Consulting Ltd**

Task Authorization (TA) No.
N° de l'autorisation de tâches (AT) :

Commitment No.
N° de l'engagement :

Financial Coding
Code financier :

Date of Issuance
Date d'émission :

Response required
by
Réponse requise
d'ici le :

2019000056

1000340867

191080030

Jan 27, 2020

30-Jan-2020

B. For Amendments Only / Aux fins de modification seulement

Amendment No. / N° de la modification : **4**

Reason for the Amendment / Raison pour la modification :

- 1) Extend end date from January 31, 2020 to January 31, 2021;
- 2) Add 100 days; from 0 days to 100 days total estimated level of effort;
- 3) Increase total cost from 353,500.00 to 536,375.00 (All applicable taxes extra)

C. TA Requirements / Exigences relatives à l'AT

Required Resource(s) / Ressource(s) requise(s)

Category and Level Catégorie et Niveau	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Database Administrator - Level 3		English	Secret

Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.)

See attached / Voir pièce jointe

Period of Services / Période de service:

Initial Start Date / Date de début initiale :

11-Apr-2018

Initial End Date / Date de fin initiale :

29-Mar-2019

Extended End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification):

31-Jan-2021

☐ Option To Extend Initial End Date / Option pour prolonger la date de fin initiale

Optional End Date(s) / Date(s) de fin optionnelle(s)	Status / Statut
X	<input type="radio"/> In Effect / en vigueur

Travel Requirement(s) / Exigence(s) de voyage n/a

Work Location(s) / Lieu(x) de travail :

333 North River Road, Ottawa Ontario

PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complété par le Contracteur et/ou le Responsable technique / Chargé du projet)

Contractor Resource(s) and Estimated Cost / Ressource(s) du Contracteur et Coût total estimatif

Note: once approved, only the following resources may provide services under this TA. / Nota : une fois approuvée, seules les ressources suivantes peuvent fournir des services sous la présente AT

Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / N° du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
I Database Administrator - Level 3		English			\$536,375.00
Estimated Cost / Coût estimatif					\$536,375.00
Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie					\$0.00
Total Estimated Cost / Coût total estimatif					\$536,375.00
Check applicable Basis of Payment / Cocher la Base de Paiement applicable :		Maximum Price / Prix Maximum :	<input type="checkbox"/>	Firm Price / Prix Ferme :	<input type="checkbox"/>

PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

By signing this TA, the authorized client authority and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.

The client's authorization limit is \$150,000. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.

En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat.

La limite d'autorisation du client est 150,000 \$. Lorsque la valeur de l'AT et ses modifications (excluant les taxes applicables) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation

Name of Technical Authority / Nom de l'autorité techni Date

Name of Contracting Authority / Nom de l'autorité contractante Date

Signature

Signature

**CASTONGUA
Y KARIAE**

Digitally signed by CASTONGUAY KARIAE
DN: C=ca, O=ccra-adrc, OU=PERSONNEL,
SERIALNUMBER=2019058112701000 +
CN=CASTONGUAY KARIAE
Reason: I am the author of this document
Location:
Date: 2020.01.29 07:27:08
Foxit PhantomPDF Version: 9.4.1

PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR

Name and Title of individual authorized to sign on behalf of the Contractor /
Nom et titre Signature de la personne autorisée à signer au nom de l'entrepreneur

Signature

Date



TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Form 1000 (Rev. 2017) / Formulaire 1000 (Rev. 2017)

A. General Information / Informations générales				
Contract Number / Numéro du contrat :		47060-181852/001/EL		
Contractor Name / Nom du Contracteur :		TPG Technology Consulting Ltd		
Task Authorization (TA) No. / N° de l'autorisation de tâches (AT) :	Commitment No. / N° de l'engagement :	Financial Coding / Code financier :	Date of Issuance / Date d'émission :	Response required by / Réponse requise par :
2019000055	1000340867	191080010	April 10, 2018	April 11, 2018

B. For Amendments Only / Aux fins de modification seulement	
Amendment No. / N° de la modification :	
Reason for the Amendment / Raison pour la modification :	

C. TA Requirements / Exigences relatives à l'AT				
Required Resource(s) / Ressource(s) requise(s)				
Category / Catégorie	Level / Niveau	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Database Administrator	3		English / Anglais	Secret
Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.)				
As per attached Annex A -Statement of Work (SOW)				
Period of Services / Période de service:				
Initial Start Date / Date de début initiale :		Initial End Date / Date de fin initiale :		
April 11, 2018		March 29, 2019		
Extended End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification) :				
<input type="checkbox"/> Option To Extend Initial End Date / Option pour prolonger la date de fin initiale				
Travel Requirement(s) / Exigence(s) de voyage :		N/A		
Work Location(s) / Lieu(x) de travail :		333 North River Rd, Ottawa, On		

Form 1000 (Rev. 2017) / Formulaire 1000 (Rev. 2017)

A. Contractor Resource(s) / Ressource(s) du Contracteur
Note: once approved, only the following resources may provide services under this TA. / Nota: une fois approuvée, seules les ressources suivantes peuvent fournir des services sous la présente AT.



TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Name / Nom	Category / Catégorie	Level / Niveau	Linguistic Profile / Profil linguistique	Level of Security / Niveau de sécurité	PWGSC Security File No. / N° du dossier de sécurité TPSGC
	Database Administrator	3	English / Anglais	Secret	

B. Estimated Cost / Coût estimatif

Category / Catégorie		Level / Niveau	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Cost / Coût estimatif
<div><div>+</div></div>	Database Administrator	3			\$131,250.00
<div><div>-</div></div>	April 11, 2018 to March 29, 2019)				
Estimated Cost / Coût estimatif					\$131,250.00
Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie					\$0.00
Taxe % applied / % de taxes appliquées		13.000	Applicable Taxes / Taxes applicables		\$17,062.50
Total Estimated Cost / Coût total estimatif					\$148,312.50

PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

By signing this TA, the authorized client authority and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.

The client's authorization limit is \$300,000.00. When the value of a TA and its amendments (including GST/HST) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.

En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat.

La limite d'autorisation du client est \$300,000.00. Lorsque la valeur de l'AT et ses modifications (incluant la TPS/TVH) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation.

Name of Authorized Client / Nom du client autorisé

Date

Signature

Name of Contracting Authority / Nom de l'autorité contractante

Date

Signature

PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR

Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre de la personne autorisée à signer au nom de l'entrepreneur

Signature

Date

Robert Perreault SPMMD Representative April 10, 2018

CONTENT OF A STATEMENT OF WORK (SOW)

TITLE	Database Administrator, Level 3
OBJECTIVE	To hire professional services to work for the Data Management Production Support section.
BACKGROUND	The Data Management and Data Warehouse Division of the Canada Border Services Agency (CBSA) require Database Administrators to support the Agency's systems initiatives. The systems are high performance, high availability, mission critical national systems, built with Websphere/Java and DB2, executing within a Z/OS environment, supporting the Agency's activities.
SCOPE	IT Professional services will be required to provide database administrator services in support of the CBSA Z/OS DB2 databases.
TASKS	<ol style="list-style-type: none"> 1) Define new database structures; 2) Define data conversion strategy; 3) Design data conversions with high volumes and continuous availability; 4) Customize database conversion routines; 5) Generate new database with the client; 6) Work closely with the users in order to maintain and safeguard the database; 7) Identify requirements for improvements to existing databases by determining users' information requirements and system performance and functional requirements; 8) Develop, document and implement procedures that will ensure the accuracy, completeness, and timeliness of data stored in the database; 9) Mediates and resolves conflicts among users' needs for data; 10) Develop, document and implement security procedures for the database, including access and user account management; 11) Advise programmers, analysts, and users about the efficient use of data; 12) Maintain configuration control of the database; 13) Perform and coordinate updates to the database design; 14) Control and coordinate changes to the database, including the deletion of records, changes to the existing records, additions to the database; 15) Develop and coordinate back-up, disaster recovery and virus protection procedures. 16) Participate in the testing phases of the different deliverables; 17) Participate in database walkthroughs and reviews; 18) Prepare documentation on different database components of the Canada Border Services initiatives. 19) Coach, mentor and train database administrators to perform any of the above.
TECHNICAL ENVIRONMENT	<ol style="list-style-type: none"> 1) IBM DB2 RDBMS. (Relational Database Management System) 2) zOS/MVS Environment 3) CA Database Management Solutions for DB2 (Platinum) 4) ERWin Data Modeler 5) IBM Data Studio 6) IBM Information Server suite (Information Analyzer, Metadata

	<p>Workbench, Business Glossary)</p> <p>7) IBM InfoSphere Data Architect</p>
CONSTRAINTS	<p>At no time and in no way is CBSA data to be removed from CBSA sites, nor will access to or from the contractor's IT systems through the use of a session or ling (e.g VPN) be permitted.</p> <p>The contractor must comply with CBSA internal security policies, directives, standards, and guidelines at all times during the contract.</p>
CLIENT SUPPORT	<p>The CBSA Data Management team will provide an appropriate workspace with access to the appropriate tools for the resources to carry out the expectations set out in this SOW.</p> <p>The contractor will be provided with a CBSA user ID, password, workstation or laptop, email address, and other materials (supporting documentation) as required in order to process, store, and/or transmit CBSA data on the CBSA network during the contract. The use of contractor IT systems is not permitted.</p>
REPORTING REQUIREMENTS	<p>Timesheets are to be provided monthly depicting hours worked on a daily basis.</p> <ul style="list-style-type: none"> It is the responsibility of the Contractor to facilitate and maintain regular communication with the Technical Authority. Status updates, verbal or written, may be requested by the Technical Authority over the course of the contract. Communication is defined as all reasonable effort to inform all parties of plans, decisions, proposed approaches, implementation, and results of work, to ensure that the project is progressing well and in accordance with expectations. Communication may include: phone calls; electronic mail; faxes; and meetings. In addition, the Contractor is to immediately notify the Technical Authority of any issues, problems or areas of concern in relation to any work completed under the contract, as they arise.
DELIVERABLES	<ol style="list-style-type: none"> Development of technical documentation and procedures regarding database implementations, as required, documents will be provided in MS Word format. Documents will be delivered as initial drafts to the Project Authority and as final documents after any required revisions are completed; Ongoing analysis of current environments and providing of recommendations where necessary for increasing and optimizing performance. The recommendations will be provided as ongoing status reports delivered to the Project Authority; Perform monitoring of query usage and recommend ways to modify tables for increased performance (e.g., adding indices, joining tables, adding foreign keys, etc.); Iterative deliverables to be provided to the Project Authority; after individual project implementations; Perform ongoing daily Data Base Administrator activities as required including defining new database structures, maintenance of data

	<p>dictionaries, schema implementation, monitoring and performance tuning and troubleshooting; provide weekly status reports documenting these activities to the Project Authority</p>
<p>WORK LOCATION</p>	<ul style="list-style-type: none"> • Canada Border Services Agency (CBSA) regular working hours are Monday to Friday, between 7 a.m. to 6 p.m. Eastern Time (Standard Workday). • Work will be performed at the CBSA location at Vanier Towers, 333 River Road, Ottawa, ON • The contractor may occasionally be required to work remotely during non-standard hours, i.e. on evenings or weekends at regular rate
<p>LANGUAGE OF WORK</p>	<ul style="list-style-type: none"> • The proposed resource will be required to perform the work in English. Every individual proposed in its bid must be English and must be able to communicate orally and in writing without any assistance and with minimal errors. <p>http://www.international.gc.ca/ifait-iaeci/test_levels-niveaux.aspx?lang=eng#b</p>



TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)

A. General Information / Informations générales

Contract Number / Numéro du contrat : 47060-181852/001/EL

Contractor Name / Nom du Contracteur : TPG Technology Consulting Ltd

Task Authorization (TA) No. / N°
de l'autorisation de tâches (AT) :

2019000055

Commitment No. / N° de
l'engagement :

1000340867

Financial Coding / Code
financier :

191080030

Date of Issuance / Date
d'émission :

Mar 26, 2019

Response required by /
Réponse requise par :

Mar 26, 2019

B. For Amendments Only / Aux fins de modification seulement

Amendment No. / N° de la modification : 3

Reason for the Amendment / Raison pour la modification :

This amendment is being raised to extend the end date and to raise the level of effort by days.

C. TA Requirements / Exigences relatives à l'AT

Required Resource(s) / Ressource(s) requise(s)

Category / Catégorie	Level / Niveau	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis	
Database Administrator	3		English / Anglais	Secret	<div>+ -</div>

Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.)

Period of Services / Période de service:

Initial Start Date / Date de début initiale :

Apr 11, 2018

Initial End Date / Date de fin initiale :

Mar 29, 2019

Extended End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification) :

Jan 31, 2020

☐ Option To Extend Initial End Date / Option pour prolonger la date de fin initiale

Travel Requirement(s) / Exigence(s) de voyage :

N/A

Work Location(s) / Lieu(x) de travail :

333 North River Rd, Ottawa, ON

PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complété par le Contracteur et/ou le Responsable technique / Chargé du projet)

A. Contractor Resource(s) / Ressource(s) du Contracteur

Note: once approved, only the following resources may provide services under this TA. / Nota : une fois approuvée, seules les ressources suivantes peuvent fournir des services sous la présente AT.



TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Name / Nom	Category / Catégorie	Level / Niveau	Linguistic Profile / Profile linguistique	Level of Security / Niveau de sécurité	PWGSC Security File No. / N° du dossier de sécurité TPSGC	
	Database Administrator	3	English / Anglais	Secret	218765-2	<div>+ -</div>

B. Estimated Cost / Coût estimatif

Category / Catégorie		Level / Niveau	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Cost / Coût estimatif
<div><div>+</div><div>-</div></div>	Database Administrator	3			\$353,500.00
Estimated Cost / Coût estimatif					\$353,500.00
Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie					\$0.00
Taxe % applied / % de taxes appliquées		13.000	Applicable Taxes / Taxes applicables		\$45,955.00
Total Estimated Cost / Coût total estimatif					\$399,455.00

PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

By signing this TA, the authorized client authority and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.

The client's authorization limit is \$300,000.00. When the value of a TA and its amendments (including GST/HST) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.

HERVE MADELAINE 2019-03-26
Name of Authorized Client / Nom du client autorisé Date

Signature

En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat.

La limite d'autorisation du client est \$300,000.00. Lorsque la valeur de l'AT et ses modifications (incluant la TPS/TVH) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation.

Name of Contracting Authority / Nom de l'autorité contractante Date

Signature

PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR

Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre de la personne autorisée à signer au nom de l'entrepreneur

Signature Date



Public Works and
Government Services
Canada

Travaux publics et
Services gouvernementaux
Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complétée par le Responsable technique / Chargé du projet)

A. General Information / Informations générales				
Contract Number / Numéro du contrat :		47060-181852/001/EL		
Contractor Name / Nom du Contracteur :		TPG Technology Consulting Ltd		
Task Authorization (TA) No. / N° de l'autorisation de tâches (AT) :	Commitment No. / N° de l'engagement :	Financial Coding / Code financier :	Date of Issuance / Date d'émission :	Response required by / Réponse requise par :
2019000055	1000340867	191080010	April 10, 2018	Jan 30, 2019

B. For Amendments Only / Aux fins de modification seulement	
Amendment No. / N° de la modification :	1
Reason for the Amendment / Raison pour la modification :	
This amendment is being raised to amend the TA to increase the level of effort by days and in value.	

C. TA Requirements / Exigences relatives à l'AT				
Required Resource(s) / Ressource(s) requise(s)				
Category / Catégorie	Level / Niveau	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profil linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Database Administrator	3		English / Anglais	Secret
Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.)				
As per attached Annex A -Statement of Work (SOW)				
Period of Services / Période de service:				
Initial Start Date / Date de début initiale :		Initial End Date / Date de fin initiale :		
April 11, 2018		March 29, 2019		
Extended End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification) :				
<input type="checkbox"/> Option To Extend Initial End Date / Option pour prolonger la date de fin initiale				
Travel Requirement(s) / Exigence(s) de voyage :		N/A		
Work Location(s) / Lieu(x) de travail :		333 North River Rd, Ottawa, On		

PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complétée par le Contracteur et/ou le Responsable technique / Chargé du projet)

A. Contractor Resource(s) / Ressource(s) du Contracteur
Note: once approved, only the following resources may provide services under this TA. / Note: une fois approuvée, seules les ressources suivantes peuvent fournir des services sous la présente AT.



Public Works and
Government Services
Canada

Travaux publics et
Services gouvernementaux
Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Name / Nom	Category / Catégorie	Level / Niveau	Linguistic Profile / Profil linguistique	Level of Security / Niveau de sécurité	PWGSC Security File No. / N° du dossier de sécurité TPSGC	
	Database Administrator	3	English / Anglais	Secret		<div>+ -</div>

B. Estimated Cost / Coût estimatif

Category / Catégorie	Level / Niveau	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Cost / Coût estimatif
<div>+ -</div> Database Administrator April 11, 2018 to March 29, 2019	3			\$170,625.00
Estimated Cost / Coût estimatif				\$170,625.00
Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie				\$0.00
Taxe % applied / % de taxes appliquées	13.000	Applicable Taxes / Taxes applicables		\$22,181.25
Total Estimated Cost / Coût total estimatif				\$192,806.25

PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

By signing this TA, the authorized client authority and/or the PWGSC Contracting Authority certifies that the content of this TA is in accordance with the conditions of the Contract.

The client's authorization limit is \$300,000.00. When the value of a TA and its amendments (including GST/HST) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.

XHERVE MADELAINE 2018-01-28
Name of Authorized Client / Nom du client autorisé Date


Signature

En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSGC atteste que le contenu de cette AT est conforme aux conditions du contrat.

La limite d'autorisation du client est \$300,000.00. Lorsque la valeur de l'AT et ses modifications (incluant la TPS/TVH) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation.

Name of Contracting Authority / Nom de l'autorité contractante

Date

Signature

PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR

Donald R. Powell, President
Name and title of individual authorized to sign on behalf of the Contractor / Nom et titre de la personne autorisée à signer au nom de l'entrepreneur

Donald R. Powell Jan 28, 2019
Signature Date



TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complétée par le Responsable technique / Chargé du projet)

A. General Information / Informations générales

Contract Number / Numéro du contrat : 47060-181852/001/EL

Contractor Name / Nom du Contracteur : TPG Technology Consulting Ltd.

Task Authorization (TA) No. / N°
de l'autorisation de tâches (AT) :

2019000056

Commitment No. / N° de
l'engagement :

1000340867

Financial Coding / Code
financier :

191080030

Date of Issuance / Date
d'émission :

Mar 26, 2019

Response required by /
Réponse requise par :

Mar 26, 2019

B. For Amendments Only / Aux fins de modification seulement

Amendment No. / N° de la modification : 2

Reason for the Amendment / Raison pour la modification :

This amendment is being raised to extend the end date and to raise the level of effort by days

C. TA Requirements / Exigences relatives à l'AT

Required Resource(s) / Ressource(s) requise(s)

Category / Catégorie	Level / Niveau	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis	
Database Administrator	3		English / Anglais	Secret	+ -

Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.)

Period of Services / Période de service:

Initial Start Date / Date de début initiale :

Apr 11, 2018

Initial End Date / Date de fin initiale :

Mar 29, 2019

Extended End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification) :

Jan 31, 2020

☐ Option To Extend Initial End Date / Option pour prolonger la date de fin initiale

Travel Requirement(s) / Exigence(s) de voyage :

N/A

Work Location(s) / Lieu(x) de travail :

333 North River Road, Ottawa ON

PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complétée par le Contracteur et/ou le Responsable technique / Chargé du projet)

A. Contractor Resource(s) / Ressource(s) du Contracteur

Note: once approved, only the following resources may provide services under this TA. / Note: une fois approuvée, seules les ressources suivantes peuvent fournir des services sous la présente AT.



TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Name / Nom	Category / Catégorie	Level / Niveau	Linguistic Profile / Profil linguistique	Level of Security / Niveau de sécurité	PWGSC Security File No. / N° du dossier de sécurité TPSGC	
	Database Administrator	3	English / Anglais	Secret	218765-2	+ -

B. Estimated Cost / Coût estimatif

Category / Catégorie		Level / Niveau	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Cost / Coût estimatif
<div><div>+</div><div>-</div></div>	Database Administrator	3			\$353,500.00
Estimated Cost / Coût estimatif					\$353,500.00
Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie					\$0.00
Taxe % applied / % de taxes appliquées	0.000	Applicable Taxes / Taxes applicables			\$0.00
Total Estimated Cost / Coût total estimatif					\$353,500.00

PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

By signing this TA, the authorized client authority and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.

The client's authorization limit is \$300,000.00. When the value of a TA and its amendments (including GST/HST) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.

HERVE MADELAINE 2019-03-26
Name of Authorized Client / Nom du client autorisé Date

[Signature] **CARREAU
LYNE**
Signature

Digitally signed by CARREAU LYNE
DN: cn=CARREAU LYNE, ou=PERSONNEL, ou=CANADA
serialNumber=2004176152321031
Date: 2019.03.27 11:28:31 -0400

En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat.

La limite d'autorisation du client est \$300,000.00. Lorsque la valeur de l'AT et ses modifications (incluant la TPS/TVH) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation.

Name of Contracting Authority / Nom de
l'autorité contractante

Date

Bastien, Josee
Signature

Digitally signed by Bastien, Josee
Date: 2019.03.29 07:46:14 -0400

PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR

Donald R Powell, President
Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre
de la personne autorisée à signer au nom de l'entrepreneur

Donald R. Powell Mar 29, 2019
Signature Date